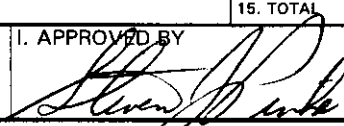


CONTRACT DATA REQUIREMENTS LIST

Form Approved
OMB No. 0704-0188

Public reporting burden for this collection of information is estimated to average 440 hours per response, including the time for reviewing instructions, searching existing data sources, gathering and maintaining the data needed, and completing and reviewing the collection of information. Send comments regarding this burden estimate or any other aspect of this collection of information, including suggestions for reducing this burden, to Department of Defense, Washington Headquarters Services, Directorate for Information Operations and Reports, 1215 Jefferson Davis Highway, Suite 1204, Arlington, VA 22202-4302, and to the Office of Management and Budget, Paperwork Reduction Project (0704-0188), Washington, DC 20503. Please DO NOT RETURN your form to either of these addresses. Send completed form to the Government Issuing Contracting Officer for the Contract/PR No. listed in Block E.

A. CONTRACT LINE ITEM NO. 0003				B. EXHIBIT		C. CATEGORY: TDP _____ TM _____ OTHER _____			
D. SYSTEM/ITEM Water and Waste Water Sys, Ft Polk				E. CONTRACT/PR NO. DACA87-01-R-0023		F. CONTRACTOR			
1. DATA ITEM NO. P001		2. TITLE OF DATA ITEM Safety and Health Plan				3. SUBTITLE			
4. AUTHORITY (Data Acquisition Document No.) P001				5. CONTRACT REFERENCE C.5., H.5		6. REQUIRING OFFICE			
7. DD 250 REQ		9. DIST STATEMENT REQUIRED		10. FREQUENCY		12. DATE OF FIRST SUBMISSION 30 day after award		14. DISTRIBUTION	
8. APP CODE				11. AS OF DATE		13. DATE OF SUBSEQUENT SUBMISSION TBD		a. ADDRESSEE	
								b. COPIES	
								Draft	
								Final	
								Reg	
								Repro	
16. REMARKS Address same as Block 7 of Standard Form (SF) 30						See REMARKS			
						15. TOTAL →		1 6	
1. DATA ITEM NO. P002		2. TITLE OF DATA ITEM Quality Control and Assurance				3. SUBTITLE			
4. AUTHORITY (Data Acquisition Document No.) P002				5. CONTRACT REFERENCE C.6		6. REQUIRING OFFICE			
7. DD 250 REQ		9. DIST STATEMENT REQUIRED		10. FREQUENCY		12. DATE OF FIRST SUBMISSION 30 day after award		14. DISTRIBUTION	
8. APP CODE				11. AS OF DATE		13. DATE OF SUBSEQUENT SUBMISSION TBD		a. ADDRESSEE	
								b. COPIES	
								Draft	
								Final	
								Reg	
								Repro	
16. REMARKS Address same as Block 7 of Standard Form (SF) 30						See REMARKS			
						15. TOTAL →		1 6	
1. DATA ITEM NO. P003		2. TITLE OF DATA ITEM System Inventory and Valuation				3. SUBTITLE			
4. AUTHORITY (Data Acquisition Document No.) P003				5. CONTRACT REFERENCE J.1.1., J.1.2		6. REQUIRING OFFICE			
7. DD 250 REQ		9. DIST STATEMENT REQUIRED		10. FREQUENCY		12. DATE OF FIRST SUBMISSION TBD		14. DISTRIBUTION	
8. APP CODE				11. AS OF DATE		13. DATE OF SUBSEQUENT SUBMISSION TBD		a. ADDRESSEE	
								b. COPIES	
								Draft	
								Final	
								Reg	
								Repro	
16. REMARKS Address same as Block 7 of Standard Form (SF) 30						See REMARKS			
						15. TOTAL →		1 6	
1. DATA ITEM NO. P004		2. TITLE OF DATA ITEM System Expansion Upgrade and Renewal Plan				3. SUBTITLE			
4. AUTHORITY (Data Acquisition Document No.) P004				5. CONTRACT REFERENCE J.1.1., J.1.2.1		6. REQUIRING OFFICE			
7. DD 250 REQ		9. DIST STATEMENT REQUIRED		10. FREQUENCY		12. DATE OF FIRST SUBMISSION TBD		14. DISTRIBUTION	
8. APP CODE				11. AS OF DATE		13. DATE OF SUBSEQUENT SUBMISSION TBD		a. ADDRESSEE	
								b. COPIES	
								Draft	
								Final	
								Reg	
								Repro	
16. REMARKS Address same as Block 7 of Standard Form (SF) 30						See REMARKS			
						15. TOTAL →		1 6	
G. PREPARED BY Timothy E. Brown, Mechanical Engineer				H. DATE 11 Mar 03		I. APPROVED BY 		J. DATE 5/16/03	

17. PRICE GROUP III
18. ESTIMATED TOTAL PRICE 0

17. PRICE GROUP III
18. ESTIMATED TOTAL PRICE 0

17. PRICE GROUP III
18. ESTIMATED TOTAL PRICE 0

17. PRICE GROUP III
18. ESTIMATED TOTAL PRICE 0

CONTRACT DATA REQUIREMENTS LIST

Form Approved
OMB No. 0704-0188

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A. CONTRACT LINE ITEM NO.
0003

B. EXHIBIT

C. CATEGORY:
TDP _____ TM _____ OTHER _____

D. SYSTEM/ITEM
Water and Waste Water Sys, Ft Polk

E. CONTRACT/PR NO.
DACA87-01-R-0023

F. CONTRACTOR

1. DATA ITEM NO.
P005

2. TITLE OF DATA ITEM
Operation and Maintenance Plan

3. SUBTITLE

4. AUTHORITY (Data Acquisition Document No.)
P005

5. CONTRACT REFERENCE
J.1.1., J.1.2.2

6. REQUIRING OFFICE

7. DD 250 REQ

9. DIST STATEMENT REQUIRED

10. FREQUENCY

12. DATE OF FIRST SUBMISSION
TBD

14. DISTRIBUTION

8. APP CODE

11. AS OF DATE

13. DATE OF SUBSEQUENT SUBMISSION
TBD

a. ADDRESSEE

b. COPIES

Draft

Final

Reg

Repro

16. REMARKS
Address same as Block 7 of Standard Form (SF) 30

See REMARKS

15. TOTAL →

1. DATA ITEM NO.
P006

2. TITLE OF DATA ITEM
Cost Proposals

3. SUBTITLE

4. AUTHORITY (Data Acquisition Document No.)
P006

5. CONTRACT REFERENCE
J.1.3

6. REQUIRING OFFICE

7. DD 250 REQ

9. DIST STATEMENT REQUIRED

10. FREQUENCY

12. DATE OF FIRST SUBMISSION
TBD

14. DISTRIBUTION

8. APP CODE

11. AS OF DATE

13. DATE OF SUBSEQUENT SUBMISSION
TBD

a. ADDRESSEE

b. COPIES

Draft

Final

Reg

Repro

16. REMARKS
Address same as Block 7 of Standard Form (SF) 30

See REMARKS

15. TOTAL →

1. DATA ITEM NO.
P007

2. TITLE OF DATA ITEM
Annual Budget and Expenditure

3. SUBTITLE

4. AUTHORITY (Data Acquisition Document No.)
P007

5. CONTRACT REFERENCE
H.5

6. REQUIRING OFFICE

7. DD 250 REQ

9. DIST STATEMENT REQUIRED

10. FREQUENCY

12. DATE OF FIRST SUBMISSION
TBD

14. DISTRIBUTION

8. APP CODE

11. AS OF DATE

13. DATE OF SUBSEQUENT SUBMISSION
TBD

a. ADDRESSEE

b. COPIES

Draft

Final

Reg

Repro

16. REMARKS
Address same as Block 7 of Standard Form (SF) 30

See REMARKS

15. TOTAL →

1. DATA ITEM NO.
P008

2. TITLE OF DATA ITEM
Emergency Operations Plan

3. SUBTITLE

4. AUTHORITY (Data Acquisition Document No.)
P008

5. CONTRACT REFERENCE
H.5, J.2.8, J.3.9, J.4.26

6. REQUIRING OFFICE

7. DD 250 REQ

9. DIST STATEMENT REQUIRED

10. FREQUENCY

12. DATE OF FIRST SUBMISSION
TBD

14. DISTRIBUTION

8. APP CODE

11. AS OF DATE

13. DATE OF SUBSEQUENT SUBMISSION
TBD

a. ADDRESSEE

b. COPIES

Draft

Final

Reg

Repro

16. REMARKS
Address same as Block 7 of Standard Form (SF) 30

See REMARKS

15. TOTAL →

G. PREPARED BY
Timothy E. Brown, Mechanical Engineer

H. DATE
11 March 03

I. APPROVED BY
[Signature]

J. DATE
5/16/03

17. PRICE GROUP
III

18. ESTIMATED TOTAL PRICE
0

17. PRICE GROUP
III

18. ESTIMATED TOTAL PRICE
0

17. PRICE GROUP
III

18. ESTIMATED TOTAL PRICE
0

17. PRICE GROUP
III

18. ESTIMATED TOTAL PRICE
0

CONTRACT DATA REQUIREMENTS LIST

Form Approved
OMB No. 0704-0188

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A. CONTRACT LINE ITEM NO. 0003	B. EXHIBIT	C. CATEGORY: TDP _____ TM _____ OTHER _____
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D. SYSTEM/ITEM Water and Waste Water Sys, Ft Polk	E. CONTRACT/PR NO. DACA87-01-R-0023	F. CONTRACTOR
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1. DATA ITEM NO. P009	2. TITLE OF DATA ITEM Periodic System Studies	3. SUBTITLE
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4. AUTHORITY (Data Acquisition Document No.) P009	5. CONTRACT REFERENCE J.1.1, J.1.2,3	6. REQUIRING OFFICE
------------------------------------------------------	-----------------------------------------	---------------------

7. DD 250 REQ	9. DIST STATEMENT REQUIRED	10. FREQUENCY	12. DATE OF FIRST SUBMISSION TBD	14. DISTRIBUTION
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8. APP CODE	11. AS OF DATE	13. DATE OF SUBSEQUENT SUBMISSION TBD	a. ADDRESSEE	b. COPIES Draft Final Reg Repro
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16. REMARKS Address same as Block 7 of Standard Form (SF) 30	See REMARKS	1	6
15. TOTAL →		1	6

17. PRICE GROUP III
18. ESTIMATED TOTAL PRICE 0

1. DATA ITEM NO. P010	2. TITLE OF DATA ITEM Request for Action	3. SUBTITLE
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4. AUTHORITY (Data Acquisition Document No.) P010	5. CONTRACT REFERENCE	6. REQUIRING OFFICE
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7. DD 250 REQ	9. DIST STATEMENT REQUIRED	10. FREQUENCY	12. DATE OF FIRST SUBMISSION TBD	14. DISTRIBUTION
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8. APP CODE	11. AS OF DATE	13. DATE OF SUBSEQUENT SUBMISSION TBD	a. ADDRESSEE	b. COPIES Draft Final Reg Repro
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16. REMARKS Address same as Block 7 of Standard Form (SF) 30	See REMARKS	1	6
15. TOTAL →		1	6

17. PRICE GROUP III
18. ESTIMATED TOTAL PRICE 0

1. DATA ITEM NO. P011	2. TITLE OF DATA ITEM Operations Facility Requirements Plan	3. SUBTITLE
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4. AUTHORITY (Data Acquisition Document No.) P011	5. CONTRACT REFERENCE J.1.1, J.1.2.4	6. REQUIRING OFFICE
------------------------------------------------------	-----------------------------------------	---------------------

7. DD 250 REQ	9. DIST STATEMENT REQUIRED	10. FREQUENCY	12. DATE OF FIRST SUBMISSION TBD	14. DISTRIBUTION
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8. APP CODE	11. AS OF DATE	13. DATE OF SUBSEQUENT SUBMISSION TBD	a. ADDRESSEE	b. COPIES Draft Final Reg Repro
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16. REMARKS Address same as Block 7 of Standard Form (SF) 30	See REMARKS	1	6
15. TOTAL →		1	6

17. PRICE GROUP III
18. ESTIMATED TOTAL PRICE 0

1. DATA ITEM NO. P012	2. TITLE OF DATA ITEM Initial Systems Studies	3. SUBTITLE
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4. AUTHORITY (Data Acquisition Document No.) P012	5. CONTRACT REFERENCE J.1.1, J.1.1.2	6. REQUIRING OFFICE
------------------------------------------------------	-----------------------------------------	---------------------

7. DD 250 REQ	9. DIST STATEMENT REQUIRED	10. FREQUENCY	12. DATE OF FIRST SUBMISSION TBD	14. DISTRIBUTION
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8. APP CODE	11. AS OF DATE	13. DATE OF SUBSEQUENT SUBMISSION TBD	a. ADDRESSEE	b. COPIES Draft Final Reg Repro
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16. REMARKS Address same as Block 7 of Standard Form (SF) 30	See REMARKS	1	6
15. TOTAL →		1	6

17. PRICE GROUP III
18. ESTIMATED TOTAL PRICE 0

G. PREPARED BY Timothy E. Brown, Mechanical Engineer	H. DATE 11 March 03	I. APPROVED BY <i>Steven J. Park</i>	J. DATE 5/16/03
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CONTRACT DATA REQUIREMENTS LIST

Form Approved
OMB No. 0704-0188

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A. CONTRACT LINE ITEM NO. 0003	B. EXHIBIT	C. CATEGORY: TDP _____ TM _____ OTHER _____
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D. SYSTEM/ITEM Water and Waste Water Sys, Ft Polk	E. CONTRACT/PR NO. DACA87-01-R-0023	F. CONTRACTOR
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1. DATA ITEM NO. P013	2. TITLE OF DATA ITEM Work Plan	3. SUBTITLE
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4. AUTHORITY (Data Acquisition Document No.) P013	5. CONTRACT REFERENCE J.1.2	6. REQUIRING OFFICE
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7. DD 250 REQ	9. DIST STATEMENT REQUIRED	10. FREQUENCY	12. DATE OF FIRST SUBMISSION TBD	14. DISTRIBUTION
8. APP CODE		11. AS OF DATE	13. DATE OF SUBSEQUENT SUBMISSION TBD	a. ADDRESSEE
				b. COPIES
				Draft
				Final
				Reg
				Repro

16. REMARKS Address same as Block 7 of Standard Form (SF) 30				See REMARKS	1	6
15. TOTAL →					1	6

1. DATA ITEM NO. P014	2. TITLE OF DATA ITEM Staffing Plan	3. SUBTITLE
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4. AUTHORITY (Data Acquisition Document No.) P014	5. CONTRACT REFERENCE J.1.1, J.1.2.5	6. REQUIRING OFFICE
------------------------------------------------------	-----------------------------------------	---------------------

7. DD 250 REQ	9. DIST STATEMENT REQUIRED	10. FREQUENCY	12. DATE OF FIRST SUBMISSION TBD	14. DISTRIBUTION
8. APP CODE		11. AS OF DATE	13. DATE OF SUBSEQUENT SUBMISSION TBD	a. ADDRESSEE
				b. COPIES
				Draft
				Final
				Reg
				Repro

16. REMARKS Address same as Block 7 of Standard Form (SF) 30				See REMARKS	1	6
15. TOTAL →					1	6

1. DATA ITEM NO. P015	2. TITLE OF DATA ITEM Performance, Measurement, and Verification Plan	3. SUBTITLE
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4. AUTHORITY (Data Acquisition Document No.) P015	5. CONTRACT REFERENCE C.7, J.1.1, J.1.2.6	6. REQUIRING OFFICE
------------------------------------------------------	----------------------------------------------	---------------------

7. DD 250 REQ	9. DIST STATEMENT REQUIRED	10. FREQUENCY	12. DATE OF FIRST SUBMISSION TBD	14. DISTRIBUTION
8. APP CODE		11. AS OF DATE	13. DATE OF SUBSEQUENT SUBMISSION TBD	a. ADDRESSEE
				b. COPIES
				Draft
				Final
				Reg
				Repro

16. REMARKS Address same as Block 7 of Standard Form (SF) 30				See REMARKS	1	6
15. TOTAL →					1	6

1. DATA ITEM NO. P016	2. TITLE OF DATA ITEM Enviornmental Baseline Study	3. SUBTITLE
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4. AUTHORITY (Data Acquisition Document No.) P016	5. CONTRACT REFERENCE C.28	6. REQUIRING OFFICE
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7. DD 250 REQ	9. DIST STATEMENT REQUIRED	10. FREQUENCY	12. DATE OF FIRST SUBMISSION TBD	14. DISTRIBUTION
8. APP CODE		11. AS OF DATE	13. DATE OF SUBSEQUENT SUBMISSION TBD	a. ADDRESSEE
				b. COPIES
				Draft
				Final
				Reg
				Repro

16. REMARKS Address same as Block 7 of Standard Form (SF) 30				See REMARKS	1	6
15. TOTAL →					1	6

G. PREPARED BY Timothy E. Brown, Mechanical Engineer	H. DATE 11 March 03	I. APPROVED BY <i>[Signature]</i>	J. DATE 5/16/03
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17. PRICE GROUP III
18. ESTIMATED TOTAL PRICE 0

17. PRICE GROUP III
18. ESTIMATED TOTAL PRICE 0

17. PRICE GROUP III
18. ESTIMATED TOTAL PRICE 0

17. PRICE GROUP III
18. ESTIMATED TOTAL PRICE 0

CONTRACT DATA REQUIREMENTS LIST

Form Approved
OMB No. 0704-0188

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A. CONTRACT LINE ITEM NO. 0003	B. EXHIBIT	C. CATEGORY: TDP _____ TM _____ OTHER _____
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D. SYSTEM/ITEM Water and Waste Water Sys, Ft Polk	E. CONTRACT/PR NO. DACA87-01-R-0023	F. CONTRACTOR
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1. DATA ITEM NO. P017	2. TITLE OF DATA ITEM Eviromental Assesment	3. SUBTITLE
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4. AUTHORITY (Data Acquisition Document No.) P017	5. CONTRACT REFERENCE C.28	6. REQUIRING OFFICE
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7. DD 250 REQ	9. DIST STATEMENT REQUIRED	10. FREQUENCY	12. DATE OF FIRST SUBMISSION TBD	14. DISTRIBUTION
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8. APP CODE	11. AS OF DATE	13. DATE OF SUBSEQUENT SUBMISSION TBD	a. ADDRESSEE	b. COPIES Draft Final Reg Repro
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16. REMARKS Address same as Block 7 of Standard Form (SF) 30			See REMARKS	1	6
15. TOTAL →				1	6

1. DATA ITEM NO. P018	2. TITLE OF DATA ITEM Enviromental Impact Statement	3. SUBTITLE
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4. AUTHORITY (Data Acquisition Document No.) P018	5. CONTRACT REFERENCE C.28	6. REQUIRING OFFICE
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7. DD 250 REQ	9. DIST STATEMENT REQUIRED	10. FREQUENCY	12. DATE OF FIRST SUBMISSION TBD	14. DISTRIBUTION
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8. APP CODE	11. AS OF DATE	13. DATE OF SUBSEQUENT SUBMISSION TBD	a. ADDRESSEE	b. COPIES Draft Final Reg Repro
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16. REMARKS Address same as Block 7 of Standard Form (SF) 30			See REMARKS	1	6
15. TOTAL →				1	6

1. DATA ITEM NO. P019	2. TITLE OF DATA ITEM Mapping	3. SUBTITLE
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4. AUTHORITY (Data Acquisition Document No.) P019	5. CONTRACT REFERENCE J.1.1, J.1.1.3	6. REQUIRING OFFICE
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7. DD 250 REQ	9. DIST STATEMENT REQUIRED	10. FREQUENCY	12. DATE OF FIRST SUBMISSION TBD	14. DISTRIBUTION
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8. APP CODE	11. AS OF DATE	13. DATE OF SUBSEQUENT SUBMISSION TBD	a. ADDRESSEE	b. COPIES Draft Final Reg Repro
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16. REMARKS Address same as Block 7 of Standard Form (SF) 30			See REMARKS	1	6
15. TOTAL →				1	6

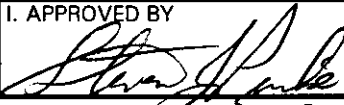
1. DATA ITEM NO.	2. TITLE OF DATA ITEM	3. SUBTITLE
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4. AUTHORITY (Data Acquisition Document No.)	5. CONTRACT REFERENCE	6. REQUIRING OFFICE
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7. DD 250 REQ	9. DIST STATEMENT REQUIRED	10. FREQUENCY	12. DATE OF FIRST SUBMISSION	14. DISTRIBUTION
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8. APP CODE	11. AS OF DATE	13. DATE OF SUBSEQUENT SUBMISSION	a. ADDRESSEE	b. COPIES Draft Final Reg Repro
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16. REMARKS Address same as Block 7 of Standard Form (SF) 30			See REMARKS	1	6
15. TOTAL →				1	6

G. PREPARED BY Timothy E. Brown, Mechanical Engineer	H. DATE 11 March 03	I. APPROVED BY 	J. DATE 5/16/03
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17. PRICE GROUP III
18. ESTIMATED TOTAL PRICE 0

17. PRICE GROUP III
18. ESTIMATED TOTAL PRICE 0

17. PRICE GROUP III
18. ESTIMATED TOTAL PRICE 0

17. PRICE GROUP III
18. ESTIMATED TOTAL PRICE 0

DATA ITEM DESCRIPTION		FORM APPROVAL OMB NO 0704-0188	
1. TITLE SAFETY AND HEALTH PLAN		2. IDENTIFICATION NUMBER P001 – Water and Wastewater System (Amendment 0012)	
3. DESCRIPTION / PURPOSE The Contractor's Safety and Health Plan indicates the requirements required to provide a site specific Safety and Health Plan for the Contractor.			
4. APPROVAL DATE (YYMMDD) 24-Feb-03	5. OFFICE OF PRIMARY RESPONSIBILITY	6a. DTIC APPLICABLE	6b. GIDEP APPLICABLE
7. APPLICATION / INTERRELATIONSHIP This Data Item Description (DID) contains the content and requirements for a site specific Safety and Health Plan (SHP) required under the contract.			
8. APPROVAL LIMITATION	9a. APPLICABLE FORMS	9b. AMSC NUMBER	
10. PREPARATION INSTRUCTIONS The Safety and Health Plan (SHP) shall contain the following: <ul style="list-style-type: none"> - Intention and method of compliance with Federal, state and local safety and health requirements; - Accident prevention plan for each task order issued under the Contract; - Personnel protective equipment; - Personnel medical surveillance; - Personnel responsible for safety and health; - Prepare and submit report, maintain recordkeeping; - Other (as required to meet the requirements of the contract). All submittals required under this DID will be itemized on an Engineering Form 4025 attached. The Contractor shall develop, implement, and maintain a Safety and Health Plan for this Contract that safeguards the lives and health of employees and other persons, prevents damage to property, materials, supplies, and equipment, and prevents work interruptions. The Safety and Health Plan shall be submitted to the Contracting Officer for approval sixty days prior to system conveyance. The plan shall comply with all applicable federal, state and local health and safety requirements (e.g., the Occupational Safety and Health Administration (OSHA) requirements (29 CFR 1910 and 1926)), and be prepared in accordance with applicable provisions of the U.S. Army Corps of Engineers Safety and Health Requirements Manual, EM 385-1-1, and the applicable installation safety and health requirements. The plan shall address those elements that are specific to this site and has potential for negative effects on the safety and health of workers and other personnel on site. The key elements of the plan shall include: Intention and method of compliance with Federal, state and local safety and health requirements; an Accident Prevention Program; listing and application of personnel protective equipment; personnel medical surveillance; listing of personnel responsible for safety and health; standard reports, logs, and record keeping; noise control; standard operating procedures and work practices; and the operational and health and safety qualifications and responsibilities of delegated safety and health officer. EM 385-1-1 is available at http://www.hnd.usace.army.mil/techinfo . AR 385-40 is available at: http://www.usapa.army.mil/pdffiles/r385_40.pdf The Contractor shall comply with accident reporting requirements as outlined in the U.S. Army Regulation No. 385-40. All accident reports shall be submitted to the Contracting Officer. The following publications/standards are recommended for Contractor reference files. This is not intended as an all-encompassing list. OSHA 1926 Construction OSHA 1910 Industrial ANSI Standards			
11. DISTRIBUTION STATEMENT			

DATA ITEM DESCRIPTION		FORM APPROVAL OMB NO 0704-0188	
1. TITLE QUALITY CONTROL AND ASSURANCE PLAN		2. IDENTIFICATION NUMBER P002 – Water and Wastewater System (Amendment 0012)	
3. DESCRIPTION / PURPOSE The Contractor's Quality Control and Assurance Plan indicates the requirements required in a contractors quality program for the contract.			
4. APPROVAL DATE (YYMMDD) 24-Feb-03	5. OFFICE OF PRIMARY RESPONSIBILITY	6a. DTIC APPLICABLE	6b. GIDEP APPLICABLE
7. APPLICATION / INTERRELATIONSHIP This Data Item Description (DID) contains the content and requirements for the Quality Control and Assurance Plan required under the contract.			
8. APPROVAL LIMITATION	9a. APPLICABLE FORMS	9b. AMSC NUMBER	
10. PREPARATION INSTRUCTIONS The contractor shall be responsible for Quality Assurance and Quality Control of all services and construction performed under this contract. The contractor shall implement and maintain a documented quality assurance program. The program shall establish work control policies and practices needed to ensure the provision of quality services and construction. The program shall assign quality control responsibilities, identify key quality control interfaces, and verify quality control practices and tools are sufficient to ensure delivery of quality construction and services. The Contractor shall implement and maintain a documented quality control system.. The system shall identify and result in correction of potential and actual quality problem areas throughout the entire scope of this contract. Three copies of the Contractor's Quality Control Plan (QCP) shall be provided to the Contracting Officer five working days prior to contract performance start date. The QCP shall be implemented on the first day of contract performance. The Government will make final review and acceptance of the QCP and any subsequent changes. The Contractor shall provide three updated/revised copies to the Contracting Officer five working days prior to any planned change, subject to Government acceptance. The Contractor's quality control system shall: <ul style="list-style-type: none"> • Be structured to assure the individual responsible for Quality Control (QC) is independent from any other parts of the Contractor's organization. • Assure the Quality Control Manager has direct accountability to the Contractor's top management. • Contain procedures of written and verbal communication with the Government regarding performance of the contract. • Contain procedures for making corrective action without dependence upon Government direction. • Contain, as a minimum, specific surveillance procedures for each contract service identified in this PWS. These surveillance procedures shall identify who will perform the surveillance, the frequency, the method, listing of items under surveillance, and corrective actions that will be taken to correct Contractor identified deficiencies. • Include a customer complaint system for correction of validated complaints and to inform the customer of the corrections made. At a minimum, the customer complaint system shall contain procedures for the customer to file complaints with the Contractor, forms to be utilized by the customers, procedures for investigation of the complaint, and feedback to the customer and the Government on the results and actions taken on the complaint. • Maintain records of all Contractor quality control checks and corrective actions. These files shall be maintained by the Contractor throughout the term of this contract and shall be made available to the Contracting Officer or designated representative during the term of this contract. The Contractor shall retain his quality control files for not less than one year after completion or termination of contract. All submittals required under this DID will be itemized on an Engineering Form 4025 attached.			
11. DISTRIBUTION STATEMENT			

DATA ITEM DESCRIPTION		FORM APPROVAL OMB NO 0704-0188	
1. TITLE System Inventory and Assessment		2. IDENTIFICATION NUMBER P003 – Water and Wastewater System (Amendment 0011)	
3. DESCRIPTION / PURPOSE The Government requires the contractor to prepare and maintain a system inventory database. The system database will define the quantity, types, and age of components that comprise the system. The Government expects that the utility system fair market value will be determined based on business valuation techniques and condition assessment. If appropriate for the contractors pricing strategy, the system book value will be determined based upon the inventory.			
4. APPROVAL DATE (YYMMDD) 24-Feb-03	5. OFFICE OF PRIMARY RESPONSIBILITY	6a. DTIC APPLICABLE	6b. GIDEP APPLICABLE
7. APPLICATION / INTERRELATIONSHIP This Data Item Description (DID) contains the content and requirements for the System and Condition Assessment. The Valuation will be as described in the cost proposal requirements Section L. This DID shall relate and cross reference with the maps developed in accordance with DID P019, Mapping and with issues identified in accordance with the Environmental Baseline Survey developed by the Government. To comply with Army regulations we expect you associate the inventory to the Environmental Condition of Property (ECOP) defined in the EBS to support the real property conveyance instrument, expected to be a bill of sale. The condition assessment shall relate the age, current status of the utility feature (well maintained or not), industry standard useful life, and other pertinent information to the inventory as described in DID P012 Initial System Studies where the contractor shall provide and justify an impression of the utility system's ability to perform in compliance with adequate capacity for the Government's utility service needs. The contractor may vary the list of utility features included in the inventory and the level of detail captured from that described below but shall be no less than that necessary to identify ECOP of features currently identified for environmental remedial investigation or action. Typically this includes sludge drying beds, lagoons, primary or secondary clarifiers, oil/water separators, etc. A request to deviate for the inventory list detailed herein must be submitted for approval to the Contracting Officer with appropriate detailed alternative and justification.			
8. APPROVAL LIMITATION	9a. APPLICABLE FORMS	9b. AMSC NUMBER	
10. PREPARATION INSTRUCTIONS 10.1. <u>Performance.</u> A. The inventory shall be an electronic database that depicts the following information. The inventory shall include a list of each major plant component, location of the component , and other pertaining information as listed below. Pipe or line data base inventory shall be in the form of totals for each size and/or type compiled by age with a general description of each pipe or line segments location. The actual pipe or line inventory shall be documented by the use of the maps. The inventory and associated maps shall depict component unique identifiers for each component so that pertinent data can be accessed by reference either from the map to the database or vice verse. The inventory shall document the location of plant system components by noting the building or other facility in which it is located or serves and shall reference the map number on which the component is shown. B. The contractor will be responsible for locating and inventorying utility features that are external to buildings (except at the treatment plants and pump stations). The contractor will be provided with a set of utility base drawings, MicroStation design files, and aerial photos (All available drawings were provided with the solicitation in Section J. These drawings should be verified for accuracy and completeness by the offeror prior to preparing a bid for Task Order "System Characterization and Work Plan". Much of the necessary information necessary will not be on the drawings provided. The contractor shall research the files located at the installation, at the serving Corps of Engineers District office, and as may be available from contractors that performed the work and shall interview installation utility operations personnel to gather the data necessary to complete the database. Size, material, date installed and other related data should be compiled from physical inspection of all above ground components, as-built drawings, and interviews. No excavation is required to verify inventory data unless size or material is in question and the lack of knowledge will materially affect the Capital Improvement plan. <u>The following features shall be noted in the inventory database with its unique identifier (feature ID) assigned and noted on both the maps and in the database.</u> Water Pipe <ul style="list-style-type: none"> Database inventory shall be a summation of feet of pipe sorted first by date of installation, followed by material type, then size 			

(date installed; confirmed by interview, as-built drawings, or assumed if no confirming data is available). Service lines (defined as branch lines off mains or laterals serving a single building which generally run perpendicular to the street) date of installation need not be verified. Pipe material, size, and footage need only be estimated by review of drawings.

- Water Booster Pumps
 - Feature ID
 - Location by description
 - Pump
 - Feature ID
 - Type
 - Date installed
 - Capacity
 - Horsepower
 - Map number on which it is located

Mainline Water Valves (Only critical main valves required for isolation of system segments for repair must be inventoried. service line valves or extraneous mainline valves do not have to be inventoried)

- Database Inventory shall contain:
 - Feature ID
 - Valve Size
 - Valve Type
 - Map number on which it is located

Water Meters (only meters included in the solicitation that are required to be read by the contractor must be inventoried)

- Feature ID
- Building
- Size
- Type
- Map number on which it is located

Water Tanks

- Feature ID
- Location by description
- Size
- Type
- Date installed
- Map number on which it is located

Water Wells

- Feature ID
- Location by description
- Pump
- Feature ID
- Type
- Date installed
- Capacity
- Horsepower
- Map number on which it is located

Fire Hydrants

- Feature ID
- Type
- Map number on which it is located

Backflow Preventors (only those exterior to the building being transferred to the contractor)

- Feature ID
- Building
- Size
- Type

- Map number on which it is located

Sewer Pipe (inventory shall be a summation of feet of pipe sorted first by date of installation, followed by material type, then size)

- Database inventory shall be a summation of feet of pipe sorted first by date of installation, followed by material type, then size (date installed; confirmed by interview, as-built drawings, or assumed if no confirming data is available). Service lines (defined as branch lines off mains or laterals serving a single building which generally run perpendicular to the street) date of installation need not be verified. Pipe material, size, and footage need only be estimated by review of drawings.

Sanitary Manholes (No inventory other than total number of manholes from counts off drawings)

Lift station, ejector, and/or grinder pumps

- Database Inventory shall contain:
 - Feature ID
 - Location
 - Pump
 - Feature ID
 - Type
 - Date installed
 - Capacity
 - Horsepower
 - Map number on which it is located

Treatment Plants

- Database Inventory shall contain:
 - Building numbers
 - Containment Structures such as clarifiers, aerators, filters, etc (type, capacity, material of construction, etc)
 - Pumps (same data as required for other pumps)
 - Tanks (material contained plus data required above)
 - Motor control centers
 - Feature ID
 - Building
 - Motors controlled by Feature ID
 - Transformers if applicable
 - Lab equipment (type, estimated age)

Generators

- Database Inventory shall contain:
 - Feature ID
 - Location
 - Equipment served
 - Fuel
 - Voltage
 - Capacity

Other Major Equipment items or structures such as water intake structures, pump houses, SCADA, heavy equipment, cranes, etc that will be transferred to the contractor shall be inventoried to a similar level of detail.

C. The system book valuation shall correlate to the system inventory. It shall include an estimate of each plant unit's original installed cost, current replacement cost, the length of its useful life, the remaining years in its useful life, and the current accumulated depreciation (based on the straight-line depreciation method). Sources for cost information shall be documented (e.g. Means Data).

Presentation Format. The system inventory and valuation shall be submitted in hard copy (on 8 ½" x 11" sheets) and full size drawing sheets with both also submitted in electronic form.

DATA ITEM DESCRIPTION		FORM APPROVAL OMB NO 0704-0188	
1. TITLE SYSTEM EXPANSION, UPGRADE, AND RENEWAL PLAN		2. IDENTIFICATION NUMBER P004 – Water and Wastewater System (Amendment 0011)	
3. DESCRIPTION / PURPOSE Description of Contractor's 5-year plan for system expansion, upgrade, and renewal to include a report of the preceding years associated activities.			
4. APPROVAL DATE (YYMMDD) 24-Feb-03	5. OFFICE OF PRIMARY RESPONSIBILITY	6a. DTIC APPLICABLE	6b. GIDEP APPLICABLE
7. APPLICATION / INTERRELATIONSHIP This Data Item Description (DID) contains the content and requirements for the 5-year plan for system expansion, upgrade, and renewal to include a report of the preceding years associated activities. This DID relates to the 5 year budget and expenditure report submitted in accordance with DID #P007.			
8. APPROVAL LIMITATION	9a. APPLICABLE FORMS	9b. AMSC NUMBER	
10. PREPARATION INSTRUCTIONS 10.1. In the initial proposal and as a product of Task Order "System Characterization and Work Plan", the contractor shall provide the Government with a 50-year capital improvement (expansion, upgrade, and renewal) plan. Initially, in response to the request for proposal, the offeror should describe, from its perspective, the current condition of the system. The offeror should describe its criteria for upgrade and/or replacement. The offeror should state what will be required to upgrade the system to industry standards and state and Federal codes. The offeror should state whether partial or total replacement will be required. If the offeror's standards supercede state and Federal codes, the offeror should describe in as much detail as possible the extent of system replacement and upgrade it believes will be required to bring the system up to the offeror's standards. In addition to immediate refurbishment proposed, the offeror should provide a concept 5-year capital improvement plan to provide for renewal of the system. Provide as much detail as possible to indicate the actual work to be performed and a schedule for performance. List specific projects to be executed and, if possible, list the plant units and number of units that it expects to be replaced or refurbished. The offeror should document any assumptions it had to make concerning system condition. The offeror should also include the time frame for system upgrades/replacements for effective definition of the offeror's plans. (Note: It is expected that assumptions will be verified during the execution of task order "System Characterization and Work Plan") 10.1.2 Annually, this plan shall be a portion of the basis for the contractor's 5-year budget submitted in accordance with P007. Work shall be identified by fiscal year. The plan shall reference reports generated in accordance with P012, Initial System Studies, P009 Periodic System Studies, or other reports identifying the need and justification. The plan shall include a 5-year capital improvement plan (four fiscal years beyond the upcoming fiscal year) that identifies major system facility expansions, replacements, relocations, or abandonments as may be needed to conform each system to the Contractor's safety and operational standards, or to accommodate Government-forecasted changes in utility usage requirements. The 5-year capital improvement plan shall include a description, statement of need, estimated installed cost, project schedule and coordination actions for each capital improvement item or class of improvements. The 5-year capital improvement plan will be revised each year and budget costs shall be revised as well. 10.2 The contractor shall report on its expansion, upgrade, and renewal efforts for the past year. Particularly, the report should identify what work was and was not accomplished as it relates to the plan. 10.3 The Government may request clarification or modification of the plan and will do so within a thirty (30) calendar day period from its submittal. The Contractor shall respond to the Government's comments within a thirty (30) calendar day period from the date it receives the Government's comments. The Contractor will not be required to modify its plan to incorporate Government comments if, in the Contractor's discretion, such changes might adversely affect health and safety standards; or if such changes are not consistent with the Contractor's operating standards and/or procedures for service to customer classes with service requirements substantially similar to requirements at any of the applicable installations. The Government review will be for the purpose of verifying that service is rendered in accordance with the terms of the contract and that the Contractor's proposed expenditures are consistent with the Government's budget requirements, as well as for necessity and reasonability of costs. The Government, may at this time, negotiate with the Contractor for items that may affect the Government's cost of service. 10.4 The plan is due to the COR on 1 February of each FY. The plan needs to be finalized, to include review and subsequent discussion or negation, by 1 May of each FY.			
11. DISTRIBUTION STATEMENT			

DATA ITEM DESCRIPTION		FORM APPROVAL OMB NO 0704-0188	
1. TITLE OPERATION and MAINTENANCE PLAN (OMP)		2. IDENTIFICATION NUMBER P005 – Water and Wastewater System (Amendment 0011)	
3. DESCRIPTION / PURPOSE			
<p>The Contractor's Operation and Maintenance Plan (OMP) represents the requirements for system operation and maintenance under Task Order "Utility Services". The Contractor shall develop an integrated OMP that incorporates the individual elements listed below and, as a minimum, includes/identifies the service/work elements listed below. Operations are defined as performance of the day-to-day tasks required in the provision of consistent service or flow of commodity to each service location. Maintenance is defined as both preventive and corrective maintenance necessary to maintain each system component in serviceable condition.</p>			
4. APPROVAL DATE (YYMMDD) 24-Feb-03	5. OFFICE OF PRIMARY RESPONSIBILITY	6a. DTIC APPLICABLE	6b. GIDEP APPLICABLE
7. APPLICATION / INTERRELATIONSHIP			
This Data Item Description (DID) contains the content and requirements for the OMP for the Government.			
8. APPROVAL LIMITATION	9a. APPLICABLE FORMS	9b. AMSC NUMBER	
<p>10. PREPARATION INSTRUCTIONS. All information developed for the tasks described below shall be submitted to the Government.</p> <p>10.1 <u>OMP Integrated Schedule</u>: The contractor shall develop and maintain an integrated schedule from the schedules delineated below. This schedule will be utilized in conjunction with other DIDs to devise an overall schedule.</p> <p>10.2 <u>Operations Plan</u>:</p> <p>Utilizing the System Inventory developed in DID #P003, the contractor shall develop and maintain a master equipment list (MEL) for the components of the system that require: periodic manual operation; performance of equipment surveillance and monitoring; determination of equipment operational status; performance of measurements and tests; and calibration or adjustment as required for proper operation. From the MEL, manufacturers' literature, and system drawings, the contractor shall prepare written procedures and a schedule for accomplishment of the operations tasks. Procedural documents shall be written at the journeyman craftsman/certified operator level. They shall be numbered and organized such that they are either standalone or to be performed with other procedures for efficient scheduling or required sequence. The contractor shall incorporate a list of tools, instruments, and materials necessary to perform the required tasks in each procedure. The procedures shall reference the Governing Documents to the extent possible/necessary to ensure proper adherence to required/mandated codes and standards, and environmental regulations.</p> <p>The contractor shall develop and maintain an integrated task list and schedule for system operation.</p> <p>Governing Documents: The contractor shall develop and maintain a list of codes, standards, and/or regulations applicable to the operations procedures, citing titles and effective dates.</p> <p>10.3 <u>Maintenance Plan</u>:</p> <p>10.3.1 Preventive Maintenance (PM) Effort: Preventive maintenance is defined as periodic work required to prevent malfunction or premature failure of a system component or plant unit. It may also include periodic replacement of parts or minor rework/overhauls of the basic plant unit. Utilizing the System Inventory developed in DID #P003, the contractor shall develop and maintain a master equipment list (MEL) for the components of the system that require periodic PM. From the MEL, manufacturers' literature, and system drawings, the contractor shall prepare written procedures and a schedule for accomplishment of the PM tasks. PM documents shall be written at the journeyman craftsman level. They shall be numbered and organized such that they are either standalone or to be performed with other procedures for efficient scheduling or required sequence. The contractor shall incorporate a list of tools, instruments, and materials necessary to perform the required tasks in each procedure. The procedures shall reference the Governing Documents to the extent possible/necessary to ensure proper adherence to required/mandated codes and standards, and environmental regulations.</p> <p>The contractor shall develop and maintain an integrated task list and schedule for system PM.</p>			

Governing Documents: The contractor shall develop and maintain a list of codes, standards, and/or regulations applicable to the operations procedures, citing titles and effective dates.

10.3.2 Corrective Maintenance/Repair (CM): Corrective maintenance is defined as periodic work required to correct a malfunction or replace a failed system component or plant unit. It may also include replacement of failed parts or minor rework/overhauls of a unit of plant equipment to restore it to operating condition. The procedures shall reference the Governing Documents to the extent possible/necessary to ensure proper adherence to required/mandated codes and standards, and environmental regulations.

The contractor shall develop a predictive schedule for system CM (so that it can be integrated in the overall OMP schedule). Initial predictive analysis will be performed on selected equipment listed in the MEL. Periodically thereafter, predictive analysis will be performed based on results of the initial analysis or as recommended by manufacturer's instructions. The predictive analysis will be used to make corrective and preventative maintenance repairs, as well as to make recommendations for capital replacement prior to complete failure.

Governing Documents: The contractor shall develop and maintain a list of codes, standards, and/or regulations applicable to the operations procedures, citing titles and effective dates.

10.4 Submittals:

Format. The contractor shall provide two complete copies of report for this Data Item Description (DID) in both hard copy and electronic digital format. The products resulting from this DID shall be submitted in one volume. The information volume(s) will be provided in three ring binder(s), on 8 1/2" x 11" sheets (except that schedules may be provided on fold-out 11" x 17" sheets), with an index and separate sections for the following:

- OMP Integrated Schedule;

- Operations Plan Key Information – MEL, written procedures, schedule, staffing determination, list of tools, instruments, and materials, Governing Documents List.

- Preventive Maintenance Plan Key Information – MEL, written procedures, schedule, staffing determination, list of tools, instruments, and materials, Governing Documents List.

- Corrective Maintenance Plan Key Information – MEL, written procedures, schedule, staffing determination, list of tools, instruments, and materials, Governing Documents List.

- Predictive Maintenance Plan Key Information – MEL, written procedures, reports of findings, governing documents list.

10.5 The plan shall include a section that briefly documents any expected changes over the next five years to the operations and maintenance plan that are due to recent or anticipated system expansions, upgrades, and/or renewals. Of particular interest are projected staffing changes and projected budget changes. These effects should be reflected in the annual updates to the Staffing Plan (DID #P0014) and the Annual Budget and Expenditure Report (DID #P007).

10.6 Additionally, the offeror should describe how major disaster recovery (major line breaks, widespread power line damage, other such emergencies) will be accomplished as it relates to who will be responsible and whether it will be performed with in-house staff or subcontracted personnel. Indicate the expected responses to extensive system damage and how quickly you can respond. Refer to Section J of the RFP for the Installation's restoration priorities.

DATA ITEM DESCRIPTION		FORM APPROVAL OMB NO 0704-0188	
1. TITLE COST PROPOSALS		2. IDENTIFICATION NUMBER P006 – Water and Wastewater System (Amendment 0011)	
3. DESCRIPTION / PURPOSE Cost proposals shall include all costs (initial upgrade, annual renewal, operations and maintenance, overhead, profit, and other) for five years.			
4. APPROVAL DATE (YYMMDD) 24-Feb-03	5. OFFICE OF PRIMARY RESPONSIBILITY	6a. DTIC APPLICABLE	6b. GIDEP APPLICABLE
7. APPLICATION / INTERRELATIONSHIP This Data Item Description (DID) contains the content and requirements for cost proposals to the Government.			
8. APPROVAL LIMITATION	9a. APPLICABLE FORMS	9b. AMSC NUMBER	
10. PREPARATION INSTRUCTIONS The Government foresees the need for an initial cost proposal (concept and final) for the work described in Task Order "Utility Services". Additionally, other cost proposals may be needed if the scope of work is modified or either party decides that costs need to be renegotiated at some point within the term of the contract. 10.1 The initial cost proposal shall be submitted under separate cover than the technical proposal. It shall reference the technical proposal as necessary to correlate costs with specific tasks. The Government requires all cost proposals (initial and other) to be sufficiently delineated and described so that the Government review and approval authority may easily understand the costs being proposed and the justification of those costs. 10.2 All cost proposals (initial and other) shall be broken down to include labor, equipment, and material for each major line item, or task. The mechanics of the entire cost structure shall be clear, including a detailed narrative. They shall contain the details of the methodology used to arrive at the proposed costs and the unit cost data used to formulate the cost proposal components. 10.3 Mark-ups and/or margins shall be clearly stated and a description provided to detail the costs included in each mark-up. The Government does not expect to pay directly for items normally considered overhead if overhead costs are sufficiently large to cover the cost of those items. Taxes and franchise fees, if applicable, shall flow straight through to the Government without any sort of mark-up designed to benefit or compensate the contractor. The contractor shall notify the Government within thirty (30) days of any changes in the rates for such taxes and fees. 10.4 If the proposal is determined to contain insufficient detail, the Contractor will be required to re-submit the proposal until it is sufficiently detailed. The Government will determine if sufficient detail is contained in the proposal. 10.5 If necessary, the cost proposal will reference the system inventory and valuation (Ref. DID #P003) for illustrating the recovery of capital investment. The cost proposal should reference the O&M plan (Ref. DID #P005) and correlate specific tasks and frequency of tasks with costs. 10.6 All assumptions shall be clearly stated. 10.7 Cost Structure. Realizing that various types of organizations (cooperatives, municipalities, and privately-owned companies) may be interested in bidding on this contract, the Government does not intend to dictate the structure of the cost/price proposal. Each offeror is encouraged to structure a proposal that best reflects the offeror's traditional method for conducting business. It is incumbent upon the offeror to fully communicate what the proposed costs/prices are, or if certain costs are not yet definable, how contract costs will be determined. This must be described in a fashion that can be used as a contract. Leave no ambiguities or items left unexplained. 10.7.1 "Cost of Service" and "Rate Based" on Original Installed Cost (OIC) or Net Plant in Service are two potentially acceptable methods of pricing, but neither method is required. Typical examples are included in Section J.			

10.7.2 The Government is interested in a cost methodology that minimizes the required technical and cost administration/oversight the Government must apply to this contract to insure that the contractor provides a fair and reasonable cost for the service provided. The methodology should insure that the contractor does not “gold plate” the system while at the same time insures that an adequate level of maintenance, replacement, and upgrade is provided. The methodology should stabilize the cash flows from year to year as much as possible so that budget spikes are minimized. A method that fixes as much of the price as is reasonable would be beneficial although it is understood that some costs/prices may not be able to be fixed prior to award. Fixed prices would allow the Government to better determine the value of the offer and would minimize administration/oversight. Cost that cannot be fixed could be priced on a time and material basis with labor categories and rates proposed with this proposal and material and equipment costs priced at cost. (See FAR Subpart 16.6) If the offeror has a catalog pricing structure for certain services this may be one way to propose fixed prices for costs yet to be determined.

10.7.3 The offeror’s price structure should recover all costs. The offeror should discuss how its proposed pricing structure recovers all costs. The following paragraphs discuss some of the items that an offeror’s price structure should cover. Each item does not have to be priced individually but the offeror should offer a price method that covers all the costs and should identify the portions of the price structure that include the costs. Although the price method does not have to be broken out, the costs should be identified and broken out with sufficient detail to enable the Selection Board to fulfill its duties in judging for fairness and reasonableness as well as for best value to the Government. The offeror should ensure that each item listed and/or described in Section C is included in their cost proposal. Please reference your technical proposal as necessary to assist the evaluation board in correlating the cost structure to the tasks proposed.

10.7.4 The offeror should identify the price of contract acquisition. Acquisition costs could include payment credits to the Government in exchange for ownership of the system. Cost could include taxes that may have to be paid as a result of ownership transfer at below market price. Costs could be those to be incurred in the early portion of this contract to upgrade the system to the offerors’ standards. Please reference your technical proposal as necessary to assist the evaluation board in the correlation of the cost structure to the tasks proposed. Note that a leveled payment is desired. Consequently, the Government may prefer to amortize the cost over the duration of the contract. Change in this item is not expected after award except as the refined inventory changes the system value. (Note: The Army will want to know what value/credit it is getting for each system.)

10.7.5 The proposed method should include a maximum finance rate at which the Government may amortize large capitalized costs. The Government wants to avoid large fluctuations in annual costs and will amortize large expenses to reduce fluctuations and facilitate more accurate budgeting. The rate should be proposed as a fixed margin (%). However, it may be dependent on an index, such as the T-Bill rate, the applicable federal mid-term rate (AFMR), or the available bond issue rate. The proposed rate may be added to or subtracted from the index. Any change will have to be justified and if deemed unacceptable could warrant contract termination.

10.7.6 The offeror should identify the price or pricing method for recovery of administrative & general expenses. If the proposed price structure is some form of cost of service method, describe in detail how these expenses will be allocated to insure a fair distribution of these costs.

10.7.7 The offeror should identify the price or pricing method for recovery of the day to day operation costs. These costs could include labor, material, and equipment needed to conduct routine activities plus minor repair of the plant.

10.7.8 The offeror should identify the price or pricing method for recovery of system renewal and replacement of major plant components such as major sections of line, meter stations, etc. that are required either due to pre-mature failure, or expiration of its useful life.

10.7.9 The contractor should identify how unexpected costs due to natural disaster will be anticipated, budgeted, and priced.

10.7.10 The offeror should identify the price or pricing method for recovery of costs for meters including initial meter installation, meter maintenance, replacement/repair, and calibration. Meter reading should be broken out as a separate option. A list of reimbursable meters is included in Section J. Also, the offeror should include the option of installing an automatic meter reading system to include the installation of new meters, hardware, and software.

10.7.11 The offeror should identify the price or pricing method for recovery of insurance, taxes, fee and other miscellaneous costs.

10.7.12 Mark-ups for overhead and profit should be specifically defined. The Contractor should clearly delineate those items considered to be direct costs and those items which will be included in its overhead mark-up.

10.7.13 The offeror should discuss in detail the tax implications that the proposal is based on. The offeror should address what taxes the offeror has assumed will apply to the work. Taxes to be addressed should be CIAC taxes, property taxes, income taxes (Federal and State), and any sales taxes that may be attributable to the work.

10.7.14 The offeror should propose and discuss in detail a method of accounting the cost that the Contractor incurs executing the requirements of this contract so that if a rate adjustment is requested in the future or, in the case of an audit, cost data is available to evaluate. This method should account for all cash flows between the Government and the Contractor and all direct and appropriately allocated indirect costs incurred by the contractor.

10.7.15 If plant value such as net plant in service or original installed cost is proposed, the offeror should describe in detail how the initial value of the plant will be determined and how it will be tracked over time. Discuss the pertinent features of the accounting system used to track net plant, OIC, etc. Detail any reference material that publishes standard system component value and depreciation rates that will be used to determine system value if appropriate.

10.7.16 No matter what method is proposed, the offeror should include a narrative and mathematical example of how the method would be applied to facilitate understanding of the pricing method.

10.7.17 Discuss in detail how termination liability and transfer of ownership back to the Government would be calculated at the end of the contract, or at any point within the life of the contract, should termination be deemed necessary.

10.7.18 The Contractor should describe and illustrate how its rate (cost to the Government) will be derived, modified, and controlled. The party or parties who will possess the power to modify and/or control the rate should be identified. Scenarios under which the rate structure might be adjusted should be described. The level of influence, if any, the Federal Government will have in determining the rate should be clearly stated. It should be noted that the Government will not pay, directly or indirectly, for the costs attributable to providing service to others. The Government intends to pay only the proportion of general and administrative costs that would be appropriate with regard to the service it receives.

DATA ITEM DESCRIPTION		FORM APPROVAL OMB NO 0704-0188	
1. TITLE ANNUAL BUDGET AND EXPENDITURE REPORT		2. IDENTIFICATION NUMBER P007 – Water and Wastewater System (Amendment 0011)	
3. DESCRIPTION / PURPOSE The annual budget should include all costs (renewal/upgrade, O&M, overhead, profit, and other) to be incurred by the Government for the next fiscal year and the following four fiscal years. In addition, an expense report detailing the costs incurred over the past year should be included. The budget and expenditure report will assist in the Government's planning, budgeting, and negotiating efforts.			
4. APPROVAL DATE (YYMMDD) 24-Feb-03	5. OFFICE OF PRIMARY RESPONSIBILITY	6a. DTIC APPLICABLE	6b. GIDEP APPLICABLE
7. APPLICATION / INTERRELATIONSHIP This Data Item Description (DID) contains the content and requirements for the annual budget to the Government.			
8. APPROVAL LIMITATION	9a. APPLICABLE FORMS	9b. AMSC NUMBER	
10. PREPARATION INSTRUCTIONS 10.1 A budget for all annual costs will be submitted in partial fulfillment of the annual service plan requirement (Task Order "Utility Services"). The annual budget should include all costs (renewal/upgrade, O&M, overhead, profit, and other) to be incurred by the Government for the next 5 fiscal years. In addition, an expense report detailing the costs incurred over the past year should be included. The Government requires costs to be sufficiently delineated and described so that the Government may easily understand the costs being budgeted and the justification of those costs. 10.2 The annual budget and expenditure report shall conform to the same format as the contractor's cost proposal (Ref. DID #P006). Cost structure and methodology shall be the same. Any deviations shall be noted. 10.3 The annual budget and expenditure report should reference the system inventory and valuation (Ref. DID #P003) for illustrating the recovery of capital investment. The cost proposal should reference the O&M plan (Ref. DID #P005) and correlate specific tasks and frequency of tasks with costs. 10.4 All submittals required under this DID will be itemized on an Engineering Form 4025 attached.			
11. DISTRIBUTION STATEMENT			

DATA ITEM DESCRIPTION		FORM APPROVAL OMB NO 0704-0188	
1. TITLE EMERGENCY OPERATIONS PLAN		2. IDENTIFICATION NUMBER P008 – Water and Wastewater System (Amendment 0011)	
3. DESCRIPTION / PURPOSE To provide an emergency operations plan.			
4. APPROVAL DATE (YYMMDD) 24-Feb-03	5. OFFICE OF PRIMARY RESPONSIBILITY	6a. DTIC APPLICABLE	6b. GIDEP APPLICABLE
7. APPLICATION / INTERRELATIONSHIP This Data Item Description (DID) contains the minimal requirements for the contractor's emergency operations plan. This plan shall be developed with the intention to document all aspects of the contractor's response to emergency conditions including, but not limited, to system failures due to acts of God, breakdown or demand spikes.			
8. APPROVAL LIMITATION	9a. APPLICABLE FORMS	9b. AMSC NUMBER	
10. PREPARATION INSTRUCTIONS 8.1 Based on the information contained in the Inventory Systems Assessment and the Operations and Maintenance Plan, an emergency operations plan shall be developed. This plan shall be submitted in a separate binder and shall include, but not be limited to, the following: <ul style="list-style-type: none"> Based on the Inventory Systems Assessment and the Operations and Maintenance Plan, identify all critical systems in addition to other types of emergencies that will be addressed. For the systems or areas defined above, provide a listing of all equipment and supplies that will be required to handle the emergency event. Include a listing of supplies and equipment that will be stored at or near the facility. If the equipment or supplies are not readily available, address how they will be procured. Provide an Emergency Resource Personnel Chart showing the number of persons available for use and their disciplines (clerical, engineering, customer service, etc). Identify the steps that will be taken in the event of an emergency, from discovery to containment. This should include, but not be limited to, how will emergency events be reported and to whom, identification of personnel who will be responding first as well as their responsibilities, proposed response times and all steps that will be taken to protect other property and/or personnel from being impacted. In the event of a major disaster, identify the service restoration priorities (which systems will be restored first, second, Third, etc.). Identify the corporate point of contact and their role in resolving emergencies, enacting preparedness training exercises and documenting how emergencies were handled. This should lead to development of reports assessing the readiness of their forces as well as identifying areas for improvement. Describe any obligations to any surrounding utility services and how these obligations will be satisfied. Any other information that may be pertinent to the success of the project. 8.2 The emergency operations plan shall be updated and revised annually and submitted to the Government to reflect any changes and/or improvements discovered during the previous year's implementation of work.			
11. DISTRIBUTION STATEMENT			

DATA ITEM DESCRIPTION		FORM APPROVAL OMB NO 0704-0188	
1. TITLE Periodic System Studies		2. IDENTIFICATION NUMBER P009 – Water and Wastewater System (Amendment 0011)	
3. DESCRIPTION / PURPOSE			
<p>The Government requires that the contractor perform periodic system studies under Task Order "Utility Services" and develop mathematical models necessary to define and characterize the critical system parameters. The contractor shall describe the models to be used and details such as input, assumptions, sensitivity to assumptions, availability of existing data, requirements for additional data, and model output. Under Task Order "System Characterization and Work Plan, the contractor will propose periodic studies to be performed. The contractor shall propose a plan that defines and describes each study, the frequency that each study will be performed, and provides a cost estimate for each. The study plan will be updated annually and may be revised each year to add, change, or delete studies. New studies and/or updated studies for the utility system shall be performed in accordance with the contractor's proposed frequency and at such times that accomplished or anticipated changes to the system are significant enough to affect system operation or performance (reliability/availability). The studies will provide a condition assessment to define the system condition in terms of age and functional state, and verify the current adequacy of the system in terms of capacity, flow, dynamic characteristics, and system failure protection (line break, stoppage, overflow etc.). They will be further used to identify the requirements for system expansions/modifications including (upgrades) necessary to meet the Installation's utility services current needs and future projects.</p>			
4. APPROVAL DATE (YYMMDD) 24-Feb-03	5. OFFICE OF PRIMARY RESPONSIBILITY	6a. DTIC APPLICABLE	6b. GIDEP APPLICABLE
7. APPLICATION / INTERRELATIONSHIP			
<p>This Data Item Description (DID) contains the content and requirements for the Periodic System Studies for the Government.</p>			
8. APPROVAL LIMITATION	9a. APPLICABLE FORMS	9b. AMSC NUMBER	
10. PREPARATION INSTRUCTIONS			
<p>10.1. <u>Presentation Format</u>. The contractor shall provide two complete copies of the system study plan. The system study shall be submitted in both hard copy and electronic digital format. The information will be provided on 8 ½" x 11" sheets, with separate sections for a study index, descriptive narratives, schedule, and cost.</p> <p>10.2. <u>Submittal Schedule</u>. Periodic studies shall be submitted for review within two weeks of completion, but not less than 16 weeks prior to commencement of anticipated system changes. The Government will have a period of 30 calendar days to review and comment on the study documents. The Government and the contractor will meet within two weeks of submission of comments to discuss and resolve the comments (if required).</p>			
11. DISTRIBUTION STATEMENT			

DATA ITEM DESCRIPTION		FORM APPROVAL OMB NO 0704-0188	
1. TITLE REQUEST FOR ACTION		2. IDENTIFICATION NUMBER P010 – Water and Wastewater System (Amendment 0011)	
3. DESCRIPTION / PURPOSE To provide a detailed Request For Action (RFA).			
4. APPROVAL DATE (YYMMDD) 24-Feb-03	5. OFFICE OF PRIMARY RESPONSIBILITY	6a. DTIC APPLICABLE	6b. GIDEP APPLICABLE
7. APPLICATION / INTERRELATIONSHIP This Data Item Description (DID) describes the details required for a Request For Action.			
8. APPROVAL LIMITATION	9a. APPLICABLE FORMS	9b. AMSC NUMBER	
10. PREPARATION INSTRUCTIONS <p>10.1 Nature of Requested Action: The Request For Action (RFA) shall be developed for any work or additional services that are required which were not identified in a current task order. The RFA shall include an evaluation of the type work/service required and an estimated work plan cost.</p> <p>10.2 Impact of Requested Action</p> <ul style="list-style-type: none"> a. Current Impact: The RFA should include a discussion of the situation as it currently exists. Include maintenance trends (if applicable), health and safety concerns, etc., as required to accurately depict the current situation. b. Long Term Impact: Include a discussion of the overall benefit(s) to the system/facility that are directly related to performing the proposed action. Include any energy savings, productivity enhancements, increased system efficiency, reduced maintenance requirements or any other benefit to be gained. c. Result of Not Taking Action: Provide a discussion of the results of not taking the proposed action. Include any impacts to facility/system operation, predicted cost growth or any other pertinent issue that would be a definite negative result of not performing the proposed action. <p>10.3 Schedule for Taking Action Request for Action shall include a schedule, which indicates all required activities to be performed by the contractor (owner) from the construction phase of the activity through completion of any required training and documentation. Schedule should include any required mobilization time as well as identifying any long lead time items, acquisition of permits, required outages, testing, as-built drawing and/or Operations and Maintenance manuals submission and all inspections.</p> <p>10.4 Cost of Taking Action: Request for Action shall include a detailed estimate of all costs associated with performing the work described therein. This estimate should include all labor, material, equipment, and any other elements required to complete the task. Any subcontracted work shall be included. Show all over-head, profit and other applicable fees on both owner and/or subcontracted work. Cost estimate shall be separated from the other elements of the RFA.</p> <p>10.5 The Request For Action shall be evaluated by the Government for technical completeness and work plan cost reasonableness. Negotiations for the work plan cost will take place, if necessary. RFA's that are incomplete will be returned and re-submission will be required.</p> <p>10.6 If the work is minor and/or it is possible to estimate the cost of the actual work without development of a work plan the contractor may request that the work plan be bypassed and an immediate action be taken to modify the contract or issue a new task order for execution of the work. In this case, the request for action will include all the data above to the level of detail necessary and the cost of the work broken down to a level that the Government can determine its reasonableness.</p>			
11. DISTRIBUTION STATEMENT			

DATA ITEM DESCRIPTION		FORM APPROVAL OMB NO 0704-0188	
1. TITLE OPERATIONS FACILITY REQUIREMENTS PLAN		2. IDENTIFICATION NUMBER P011 – Water and Wastewater System (Amendment 0011)	
3. DESCRIPTION / PURPOSE The Contractor's Operations Facility Requirements Plan represents the physical space, buildings, and related facilities required to perform under Task Order "Utility Services".			
4. APPROVAL DATE (YYMMDD) 24-Feb-03	5. OFFICE OF PRIMARY RESPONSIBILITY	6a. DTIC APPLICABLE	6b. GIDEP APPLICABLE
7. APPLICATION / INTERRELATIONSHIP This Data Item Description (DID) contains the content and requirements for the contractors facilities .			
8. APPROVAL LIMITATION	9a. APPLICABLE FORMS	9b. AMSC NUMBER	
10. PREPARATION INSTRUCTIONS. 10.1 Facilities The contractor shall describe the facilities required. Information to be provided includes: type and use of each facility; square footage; parking area; warehouse/storage areas; utilities required; paved access land space requirements; and cost of construction. 10.7 Submittals: Format. The contractor shall provide two complete copies of report for this Data Item Description (DID) in both hard copy and electronic digital format. The products resulting from this DID shall be submitted in one volume. The information volume(s) will be provided in three ring binder(s), on 8 ½" x 11" sheets (except that schedules and drawings may be provided on fold-out 11" x 17" sheets), with an index and separate sections for the following: 10.8 Submittal Schedule. The Contractor shall complete and submit the OMP and documentation within 6 months following contract award. The Government will have a period of 30 calendar days to review and comment on the survey documents. The Government and the contractor will meet within two weeks of submission of comments to discuss and resolve the comments (if required).			
11. DISTRIBUTION STATEMENT			

DATA ITEM DESCRIPTION		<i>FORM APPROVAL</i> <i>OMB NO 0704-0188</i>	
1. TITLE Initial System Studies		2. IDENTIFICATION NUMBER P012 – Water and Wastewater System (Amendment 0011)	
3. DESCRIPTION / PURPOSE The Government requires that the contractor perform initial system studies/inspections and develop mathematical models to define and characterize the systems condition and identify system deficiencies. Contractor shall define the models to be used and provide details such as input, assumptions, sensitivity to assumptions, availability of existing data, requirements for additional data, and model output. The studies will provide a condition assessment to define the system condition in terms of age, functional state, and condition, and environmental status and verify the current adequacy of the system in terms of capacity, flow, dynamic characteristics, and system failure protection (line break, stoppage, overflow, etc.). They will be further used to identify the requirements for a five year plan for system expansions/modifications including (upgrades) necessary to meet the Installation's utility services current needs and future projects.			
4. APPROVAL DATE (YYMMDD)	5. OFFICE OF PRIMARY RESPONSIBILITY	6a. DTIC APPLICABLE	6b. GIDEP APPLICABLE
7. APPLICATION / INTERRELATIONSHIP This Data Item Description (DID) contains the content and requirements for the Initial System Studies for the Government. This DID relates to the System Expansion, Upgrade, and Renewal Plan DID P004 and System Inventory, Condition Assessment, Deficiency Identification, and Valuation DID P003 and Environmental Baseline Survey DID P016.			
8. APPROVAL LIMITATION	9a. APPLICABLE FORMS	9b. AMSC NUMBER	
10. PREPARATION INSTRUCTIONS The inventory database shall be used to document the deficiencies and environmental category in narrative form of system components (components being other than line or pipe sections such as valve, poles, transformer, etc). 10.1. <u>Performance</u> . The studies will be based on information provided by the Government and gathered by the contractor and shall be performed to the level of detail proposed by the Contractor. Government provided data should be field verified by the contractor as necessary. As a minimum the contractor shall perform the work included herein but shall also perform study effort proposed in the bid process and as necessary to identify and assess the systems condition, deficiencies and environmental category. Daily logs of all field activities shall be maintained and submitted as an appendix to the report. The studies may include a complete leak survey , and corrosion control survey of the water/wastewater system. The contractor shall survey existing Government closed circuit television (CCTV) records and perform CCTV inspections on a representative sample of the sewer mains (the amount and size of additional CCTV inspection shall be as proposed by the contractor in the bid process). The contractor shall install flow monitoring equipment at selected critical locations (as proposed in the bid process) and monitor flow of the sewer system during a representative period of time. The contractor shall visually inspect all above ground utility system components that are required to be included in the inventory plus the structural, the electrical, supervisory and control systems, and other critical system components and document the condition and operability. Digital photos of major equipment shall be taken, cataloged by feature ID and submitted as an appendix to the report. Any pipe or line that is recommended for replacement shall be inspected (excavated if necessary) using a statistically valid sample to confirm its condition unless its replacement it prudent due to a history of failure, leakage, etc. No excavation is required to verify inventory data although system condition assessment may require sample of underground utilities if other less destructive means of assessment are not practical and should be included in the Contractor's proposal as appropriate. The contractor shall visually inspect a statistically significant sample of sewer man-holes. The contractor shall review the treatment plant processes and take and analyze samples of water and wastewater plant flows as necessary to evaluate the treatment processes. The contractor shall review all operational records for the treatment plants and the collection and distribution systems. The contractor shall review correspondence and reports sent to the State regulatory bodies. The contractor shall meet with the appropriate State regulators to research any needed changes in the treatment systems that may be necessary in the next five years. The contractor shall research as-built drawings, conduct interviews with Government personnel and other contractors, and inspect the system in order to determine system configuration, materials, age, and condition. The contractor shall compile and evaluate available Government repair and testing records. The contractor shall conduct a safety and hazard analysis of the systems and processes. The contractor shall coordinate with the Facility Master Planner to ensure that planned future construction is considered so that system capacity deficiencies can be identified. System dynamic flow models shall be developed to the detail necessary as provided in the Contractor's proposal and approved by the Government to identify system capacity limitations. Selected system invert elevations will be determined to facilitate accurate sewer modeling. The contractor shall utilize system maps that have been updated during the system survey to develop model diagrams. The model point			

designations will reflect the plant system component unique identifiers assigned in the system inventory and mapping so that the system study results can easily be correlated with the system maps and database. Computer programs utilized in performance of system analysis will be explained by the contractor and approved by the Contracting Officer prior to the start of the study process. All of the studies shall be documented and submitted in report format with appendices as necessary. All flow model input and output electronic files shall be submitted. The studies shall provide input to reports generated under DID P003 related to system condition and deficiencies. Deficiencies identified by the initial system studies (DID P012) or periodic system studies (DID P009) shall also be noted as specified above in the inventory and on the maps. A report shall be prepared documenting each portion of the study effort. The report shall culminate in an assessment of the system condition and a list of deficient system components shall be generated. The Condition Assessment portion of the report shall present summary of the systems configuration, parameters, and descriptions necessary to characterize the system. Component age and observed condition shall be provided, together with an assessment of the remaining useful life that the contractor uses to predict plant unit replacement. The report shall contain portions documenting system and system component deficiencies citing specific deficiencies (qualitatively and quantitatively), including proposed solutions. This report shall be referenced and be the basis of the contractors System Expansion, Upgrade, and Renewal Plan

10.2 Study Presentation Format. The contractor shall provide two complete copies of the system study. The system study shall be submitted in both hard copy and electronic digital format. The information volume(s) will be provided in three ring binder(s), on 8 1/2" x 11" sheets, with separate sections for the study index, study narrative, input data, system parameter results (data), and system maps, digital photos of equipment, and model diagrams. Supporting system maps and system model diagrams shall be provided in full size. The report narrative section shall include a description of the study performance and analysis methodology, key system parameters, and study results. The input data and system parameter results section shall be in tabular form, presented such that the data can easily be correlated to the model diagrams and maps. The system diagrams and maps shall be folded to 8 1/2" x 11" size and placed in the binder(s). Copies of the daily log shall be attached as appendix.

10.3 Submittal Schedule. An initial study for the utility system shall be provided within six months after contract award. The Government will have a period of 30 calendar days to review and comment on the study documents. The Government and the contractor will meet within two weeks of submission of comments to discuss and resolve the comments (if required).

11. DISTRIBUTION STATEMENT

DATA ITEM DESCRIPTION		FORM APPROVAL OMB NO 0704-0188	
1. TITLE WORK PLAN		2. IDENTIFICATION NUMBER P013 – Water and Wastewater System (Amendment 0011)	
3. DESCRIPTION / PURPOSE To provide requirements for developing a work plan.			
4. APPROVAL DATE (YYMMDD) 24-Feb-03	5. OFFICE OF PRIMARY RESPONSIBILITY	6a. DTIC APPLICABLE	6b. GIDEP APPLICABLE
7. APPLICATION / INTERRELATIONSHIP This Data Item Description (DID) describes the details required in a work plan.			
8. APPROVAL LIMITATION	9a. APPLICABLE FORMS	9b. AMSC NUMBER	
<p>10. PREPARATION INSTRUCTIONS The work plan shall be in accordance with this Data Item Description unless otherwise indicated or modified in the task order or directed by the Contracting Officer.</p> <p>10.1 Cost. Following approval of the work plan preparation final cost proposal, prepared in accordance with DIN P006, the Contractor shall prepare and submit a work plan to the Contracting Officer for review and approval</p> <p>10.2 Work Plan Preparation. The Contractor shall prepare preliminary drawings, sketches, schedules, etc., as required and forward these to a minimum of two (2) separate and distinct local suppliers/subcontractors (with no common brand name affiliation with each other) for quotes on each equipment/system proposed. The Contractor shall obtain detailed supplier/subcontractor quotes from a minimum of two (2) local suppliers/subcontractors. All quotes shall be provided to the Contracting Officer as backup to the cost proposals. The Contractor shall obtain detailed supplier/subcontractor quotes broken down into distinct equipment costs and installation costs in terms of man-hours, dollars, and skills. The detailed quotes shall be forwarded to the Government as part of the final cost proposal. For other than full and open competition, justification shall be submitted by the Contractor. Where replaced equipment/systems are turned over to the Contractor for disposal, every effort should be made to obtain credit from the disposal of this equipment/system towards reducing the cost of the contract. The Contractor shall then complete the work plan package in such detail and prepare specifications as required to tie together the shop drawings, catalog cuts, and installation requirements into a comprehensive package that defines the construction, maintenance, repair, and/or rehabilitation action. This work plan should provide the detail that allows the Government to conduct an engineering review and perform a detailed cost estimate.</p> <p>10.2.1 Work Plan Submittal. Each work plan submittal shall be submitted in a three ring binder(s) and be assembled in such a way to allow the Government to conduct a thorough engineering review as well as perform a detailed cost estimate. The material presented in each binder shall be presented in the order defined below. All submittals required under this DID will be itemized on an Engineering Form 4025 attached. The work plan submittal shall include individual sections for each of the topics defined below. Each of the sections shall be separated with labeled section tabs.</p> <ul style="list-style-type: none"> a. Table of Contents. b. Scope of Work. A complete copy of the task order scope of work shall be included. c. Request for Action Report. A copy of the request for action shall be included. See DIN P010 for request for action requirements. 			
11. DISTRIBUTION STATEMENT			

Data Item Description P013, continued.

Include any asbestos/lead-based paint abatement plans required.

d. Study Results. Include a general synopsis of each study performed (i.e., site survey report, leak survey, etc.). The synopsis shall define each of the alternatives evaluated as well as the approved results. Life cycle cost studies shall be performed in accordance with National Institute of Technology and Standards Handbook 135 utilizing Department of Energy Escalation Rates and other applicable data as specified in the task order or directed by the Contracting Officer.

e. Work Plan Description. The description shall include detailed discussions of the work to be performed including descriptions of the work items to be removed and/or installed, all assumptions, a list of specific codes and standards to which the action will adhere, and all conclusions and recommendations, as well as a list of major equipment and/or personnel from the contractor's office which shall be used on the site. The narrative shall be accompanied by all calculations, load or sizing, software input and output sheets, system alternative considerations, equipment supplier selection data, and other material utilized in arriving at the action recommended. Where required, structural and load bearing calculations performed by a registered professional engineer shall be utilized where applicable and submitted with this narration.

f. Method of Work. The work plan shall include, with accompanying description, a schedule of how the work is to be accomplished; in-house, subcontractor, or factory installed. Each Contractor or factory representative to be used to perform the work defined in the task order shall be listed and described. The list shall also include a brief narrative of the responsibilities and duties of each Contractor and/or factory representative. Provide rationale for why the work is to be performed by the entity proposed (i.e., cost effective, quality, schedule).

g. Specifications. Completed project specifications shall be included as required to fulfill the requirements of the task order. The completed project specifications shall be used by the Contractor to obtain proposals from the individual equipment/system manufacturers. The project specifications needed for submission are required to obtain competitive bids from equipment suppliers and will be as called for in each task order.

h. Manufacturer's Data. Manufacturer's catalog cuts and specifications shall be submitted as required to document the equipment and materials to be supplied. Also, manufacturer's installation procedures or execution specifications shall be included as required to indicate the methods and means of installation of all material and equipment. The Contractor shall use the manufacturer's data to tie together the shop drawings, catalog cuts, and installation requirements into a comprehensive package that defines the action.

i. Drawing/Sketches. Single line drawings with material and equipment schedules plus detailed double line shop/installation drawings shall be submitted to show the location and relationship of all equipment and material. Single line drawings shall include, but not be limited to, floor plans, utility and equipment layout drawings, foundation plans, shop drawings, demolition drawings, control drawings, and P&I diagrams as required to completely define the action when viewed in conjunction with shop drawings, catalog cuts, and manufacturer's installation requirements. Actions involving potential life safety hazards shall be overseen and signed off by a registered professional engineer experienced in the area of the action. A phased demolition plan shall be prepared which designates items, equipment, systems, etc., to be removed and indicates the disposition on all removed material, equipment, and debris.

j. Project Schedule. The project schedule shall define the time line of all major activities required to implement the action for the project. Phasing of the action shall be based upon the coordination and approval of facility personnel. The Contractor shall document the phasing required for the entire action. The project schedule shall define all equipment shutdown and re-activation dates. Also, the Contractor shall define the use of any temporary equipment necessary to perform equipment shutdowns. The project schedule shall be presented utilizing Microsoft Project or compatible software.

k. Installation Alternatives. The Contractor may document any recommended installation alternatives, potential areas of cost reduction, and any recommended changes to the scope of work if the alternatives are documented to be economically feasible. The Contractor shall present economical justification for each installation

Data Item Description P013, continued.

alternative. The Contractor shall present enough information (manufacturer's data and/or drawings/sketches) to properly define each alternative as well as the advantages and disadvantages of each alternative.

Data Item Description P013, continued.

l. Final Cost Proposals. Final cost proposals for completion of the action (implementation of the work plan) as well as for the remaining contract elements (as required by the task order) listed as attachments to DIN FRP006 shall be prepared and submitted under separate cover.

m. Review Comments. All review comments submitted to the Contractor on the work plan shall be resolved in writing to the satisfaction of the Contracting Officer. The back-check final submittal of the major work plan shall include a copy of all the review comments submitted to the Contractor regarding the final submittal of the work plan. Where the work plan is accepted without a back-check, written responses to review comments shall be provided to the Contracting Officer.

10.2.2 Work Plan Review Meeting. Where specified by the task order or requested by the Contracting Officer, the Contractor shall attend a work plan review meeting following the initial work plan submittal if called for in the task order. The review meeting shall be used by the Contractor to resolve any technical comments or issues. Review meeting shall be coordinated by the Contracting Officer.

DATA ITEM DESCRIPTION		FORM APPROVAL OMB NO 0704-0188	
1. TITLE STAFFING PLAN		2. IDENTIFICATION NUMBER P014 – Water and Wastewater System (Amendment 0011)	
3. DESCRIPTION / PURPOSE To provide a staffing plan for review by the Government to ensure adequate resources will be available to meet the requirements of the Government.			
4. APPROVAL DATE (YYMMDD) 24-Feb-03	5. OFFICE OF PRIMARY RESPONSIBILITY	6a. DTIC APPLICABLE	6b. GIDEP APPLICABLE
7. APPLICATION / INTERRELATIONSHIP This Data Item Description (DID) contains the minimal requirements for the contractor's staffing plan.			
8. APPROVAL LIMITATION	9a. APPLICABLE FORMS	9b. AMSC NUMBER	
10. PREPARATION INSTRUCTIONS 10.1 Based on the information contained in the Initial Studies (DID #P012), the Systems Upgrade Plan (DID #P004), and the Operations and Maintenance Plan (DID #P005), a staffing plan shall be developed. This plan shall include, but not be limited to, the following: <ul style="list-style-type: none"> Organizational chart showing the number of persons available and their respective disciplines/positions (clerical, engineering, customer service, etc). Key management personnel, as well as their alternates, should be identified. Discuss each position, the responsibilities of the person holding the position to include specific duties, and the qualifications (education, specific technical training, work related experience, relevant certifications) of the individual. The Government is particularly interested in the qualifications of on-site supervisors, to include those personnel who will interact with the Government for the purposes of planning and daily coordination. The offeror should address which team members will perform various tasks and where the personnel and material (inventory) will be located (on-site, off-site, home office, etc.). The offeror should address how cost will be minimized in all areas while providing a high level of quality service. Particularly address how multiple layers of overhead and profit and oversight costs will be minimized on subcontracted work. For all definable tasks, including non-recurring or temporary work, as identified by the Initial Studies, Systems Upgrade, and Operations and Maintenance Plans, include an outline of required personnel for these tasks. This outline should show how project, technical, and field-level management would be structured to insure timely and cost effective completion of each task. For critical equipment/systems, include procedures for responding to failures and/or emergencies. Include proposed response times, points of contact, and reporting procedures. Clearly define roles, responsibilities and lines of authority between corporate, technical, field and subcontractor management levels (if applicable). Identify the person responsible for being the point of contact to the Government and/or the individual facility. Any other information that may be pertinent to the success of the project. 10.2 The staffing plan shall be updated and revised annually and submitted to the Government to reflect any changes and/or improvements discovered during the previous year's implementation of work.			
11. DISTRIBUTION STATEMENT			

DATA ITEM DESCRIPTION		FORM APPROVAL OMB NO 0704-0188	
1. TITLE PERFORMANCE, MEASUREMENT, AND VERIFICATION PLAN		2. IDENTIFICATION NUMBER P015 – Water and Wastewater System (Amendment 0011)	
3. DESCRIPTION / PURPOSE			
<p>The goal of the Contractor’s management practices, system design philosophies, and system operation and management procedures should be to provide continuous, quality utility service to each service location on Fort Campbell, 24 hours per day, every day of the year. The Contractor will develop performance measures for each system based on industry standards, and may be similar to the following: 1) Customer complaints received by the Public Works Service Order Desk; 2) Service Response; 3) Service Unavailability; 4) System Quality.</p>			
4. APPROVAL DATE (YYMMDD) 24-Feb-03	5. OFFICE OF PRIMARY RESPONSIBILITY	6a. DTIC APPLICABLE	6b. GIDEP APPLICABLE
7. APPLICATION / INTERRELATIONSHIP			
<p>This Data Item Description (DID) contains the content and requirements for the performance measurement and verification plan to the Government.</p>			
8. APPROVAL LIMITATION	9a. APPLICABLE FORMS	9b. AMSC NUMBER	
10. PREPARATION INSTRUCTIONS			
<p>10.1 The Contractor will develop performance measures for each system which may be similar to the following: 1) Customer complaints received by the Public Works Service Order Desk; 2) Service Response; 3) Service Unavailability; and 4) System Quality.</p>			
<p>10.2 Goals and Strategies: During the first contract year, the Contractor will develop specific goals and strategies to meet those goals for each of its performance measures. This effort may include research of comparable systems. The Contractor may propose additional or alternate performance metrics, provided that such changes are substantiated to indicate that the proposed metrics are industry standard or more appropriate to the specific utility. The proposed initial performance goals will be submitted for Government review and comment within 14 days after assumption of system responsibilities.</p>			
<p>10.3 The Contractor and Government Administrative Contracting Officer will negotiate and establish goals. The agreed-upon goals will become the marks against which performance will be measured for the next Contract Year (see definition below). The performance goals shall be examined annually and revised as required to satisfy Fort Campbell’s mission readiness requirements.</p>			
<p>10.4 The Contractor shall submit annual performance reports. Each report shall provide data and narrative for actual performance, documenting all occurrences where actual performance deviates from the agreed-upon goals.</p>			
<p>10.5 The contractor may be financially penalized for extended outages within its control. Service unavailability must be measured to include the cause and duration of each outage.</p>			
10.5 Definitions and Discussion.			
<p>10.5.1 Customer Complaints. This measure will assess the rate of customer complaints per 1,000 customers on a Performance Year basis. The number of customers is the average number of points of service during the Performance Year. For the purpose of this contract customer complaints are contacts to the Public Works Service Order Desk by customers for unresolved service issues. Unresolved service issues can include such things as repetitive service disruptions, poor response time, and property damage. The number of customer complaints will be obtained from the Public Works Service Order Desk.</p>			
<p>10.5.2 Contract year. Contract year is each 12 month period of performance beginning at Contract Award.</p>			

10.5.3 Customer. A customer is defined as a user of a utility service at a point of service or premises that would commonly be metered in private industry.

10.5.4 Service Response. This measure will assess the Contractor's service response on a Performance Year basis. Service Response is the period of time that begins at the time that the Contractor receives a call from the Fort Campbell Public Works Service Order Desk and ends when the Contractor's employees arrive at the customer's premises to effect repairs. Data presented should include average response time for both duty and non-duty hours.

10.5.5 Service Unavailability. This service quality measure will assess the duration, cause, and frequency of system service interruption that customers experience on a Performance Year basis. The Contractor(s) will propose methods for reporting service unavailability.

10.5.6 System Quality. This measure will assess the performance in providing required system performance parameters necessary to provide safe, adequate, and dependable service. System parameters (flow, pressure, capacity, etc.) required to be monitored and/or recorded shall be summarized, with deviations from acceptable values noted. The location for each deviation will be listed, with time, date, and system conditions noted.

DATA ITEM DESCRIPTION		FORM APPROVAL OMB NO 0704-0188	
1. TITLE Environmental Baseline Study		2. IDENTIFICATION NUMBER P016 – Water and Wastewater System (Amendment 0011)	
3. DESCRIPTION / PURPOSE The Government requires that the contractor perform an Environmental Baseline Study to determine potential liabilities associated with the environmental condition of the proposed property transactions.			
4. APPROVAL DATE (YYMMDD) 24-Feb-03	5. OFFICE OF PRIMARY RESPONSIBILITY	6a. DTIC APPLICABLE	6b. GIDEP APPLICABLE
7. APPLICATION / INTERRELATIONSHIP This Data Item Description (DID) contains the content and requirements for the Environmental Baseline Study (EBS) and additional environmental information for the Government. Collectively these are the environmental considerations (EC).			
8. APPROVAL LIMITATION	9a. APPLICABLE FORMS	9b. AMSC NUMBER	
10. PREPARATION INSTRUCTIONS 10.1 <u>Performance.</u> The Environmental Baseline Study (EBS) shall be in accordance with AR 200-1, "Environmental Protection and Enhancement." ASTM Phase I and II environmental assessment standards shall also be used. The Army real property proposed for transfer shall be classified according to standard classifications of environmental condition of property such as ASTM Standard D 5746-98 and the Community Environmental Response and Facilitation Act categories (CEFRA). <ul style="list-style-type: none"> (1) summarize the scope of investigation, the property background research, and the environmental investigative work; (2) summarize the environmental conditions; (3) characterize the risks associated with the property transactions. (4) reduce uncertainty regarding recognized environmental conditions. (5) ensure that appropriate studies are completed in conjunction with the preparation of the EC so that the final EBS results in the properties proposed for transfer are categorized suitable to transfer. 10.1.1 Minimum environmental considerations for the EBS. <ul style="list-style-type: none"> A. Asset information B. Physical Description C. Historical use of the site D. Historical records and regulatory file research E. Site hydrology and geology F. Site reconnaissance <ul style="list-style-type: none"> a. Photographic record b. Property use c. Interviews d. Underground and above ground storage tanks e. Chemical and hazardous substances f. PCBs g. Transformers h. Radon i. Asbestos j. Lead G. Review of Special Resources <ul style="list-style-type: none"> a. Land Use b. Wetlands c. 100 Year Flood Zone d. Coastal Zone e. Threatened/Endangered Species f. Archaeological/Historical H. Environmental Condition of Property Map <ul style="list-style-type: none"> i. Identify property to be transferred ii. Delineate parcels in accordance with the following categories; 			

1. white
 2. blue
 3. light green
 4. dark green
 5. yellow
 6. red
 7. gray
- iii. One acre grid overlay or other approved grid size.
- iv. Category Map Table
1. Parcel number – list parcels in consecutive order. Non-CERCLA issues designated as qualified parcels should be numbered and listed following the listing of category 1 through 7 parcels.
 2. Category – indicate the appropriate category 1 through 7. For non-CERCLA issue parcels use “Q”.
 3. Qualifying Issues – show applicable non-CERCLA concerns adjacent to the “Q” number as follows;
 - a. A for Asbestos
 - b. L for Lead Based Paint
 - c. P for PCB
 - d. R for Radon
 - e. X for UXO
 4. Location – identified using x and y coordinates based upon grid overlay.
 5. Basis – brief rationale for parcel category and other reasons that contribute to parcel label.
 6. Source of evidence – identify information source justifying parcel category.
 7. Reference – provide EBS page and section number that provides additional information
 8. Storage – identify if storage of hazardous substances above reportable quantities are an issue as required for real property transfer under CERCLA Section 120(h)(1).

10.2 Study Presentation Format. The EBS report shall reference the data that has been collected in the area as a result of environmental investigations and remedial actions that are specific to the facilities being transferred. It shall be written as an engineering document, be well organized, and provide a summary of environmental conditions. The contractor shall provide two complete copies of the EBS report. The report shall be submitted in both hard copy and electronic digital format. The information volume(s) will be provided in three ring binder(s), on 8 ½” x 11” sheets, with separate sections for the study index, study narrative, findings, and system maps, as applicable. The report narrative section shall include a description of the study performance and methodology, key environmental issues, and study results. Data shall be presented such that it can easily be correlated to the maps. Supporting maps shall be provided in full size, folded to 8 1/2” x 11” size, and placed in the binder(s).

10.3 Submittal Schedule. A draft EBS shall be provided within six months after **directed to conduct one**. The Government will have a period of 30 calendar days to review and comment on the documents. The Government and the contractor will meet in person or by telephone within two weeks of submission of comments to discuss and resolve the comments (if required).

DATA ITEM DESCRIPTION		FORM APPROVAL OMB NO 0704-0188	
1. TITLE Environmental Assessment		2. IDENTIFICATION NUMBER P017 – Water and Wastewater System (Amendment 0011)	
3. DESCRIPTION / PURPOSE The Government requires that the contractor perform an Environmental Assessment for certain projects to determine the extent of environmental impacts of the project and to decide whether or not those impacts are significant.			
4. APPROVAL DATE (YYMMDD) 24-Feb-03	5. OFFICE OF PRIMARY RESPONSIBILITY	6a. DTIC APPLICABLE	6b. GIDEP APPLICABLE
7. APPLICATION / INTERRELATIONSHIP This Data Item Description (DID) contains the content and requirements for the Environmental Assessment for the Government.			
8. APPROVAL LIMITATION	9a. APPLICABLE FORMS	9b. AMSC NUMBER	
10. PREPARATION INSTRUCTIONS 10.1 <u>Performance</u> . The Environmental Assessment (EA) shall be in accordance with AR 200-2, "Environmental Effects of Army Actions," and shall include a brief discussion of: <ol style="list-style-type: none"> (1) Purpose and need for the proposed action (with Army input). (2) Description of the proposed action (with Army input). (3) The alternatives considered (always including the "no action" alternative. (4) Affected environment (baseline conditions). (5) Environmental consequences of the proposed action and the alternatives. (6) Listing of agencies and persons consulted. (7) The conclusion, or finding, on whether the environmental impacts are significant. If the finding is that there are no significant impacts, a FNSI will be published. If the finding is that impacts are potentially significant, the EA should state that a NOI will be published leading to preparation of an EIS. 10.2 <u>Study Presentation Format</u> . The contractor shall provide two complete copies of the EA. The EA shall be submitted in both hard copy and electronic digital format. The information volume(s) will be provided in three ring binder(s), on 8 1/2" x 11" sheets, with separate sections for the study index, study narrative, findings, permit data, and system maps, as applicable. The report narrative section shall include a description of the study performance and methodology, key environmental issues, and study results. Data shall be presented such that it can easily be correlated to the maps. Supporting maps shall be provided in full size, folded to 8 1/2" x 11" size, and placed in the binder(s). 10.3 <u>Submittal Schedule</u> . A draft EA shall be provided within six months after project task order award, unless otherwise negotiated. The Government will have a period of 30 calendar days to review and comment on the documents. The Government and the contractor will meet in person or by telephone within two weeks of submission of comments to discuss and resolve the comments (if required).			

DATA ITEM DESCRIPTION		FORM APPROVAL OMB NO 0704-0188	
1. TITLE Environmental Impact Statement		2. IDENTIFICATION NUMBER P018 – Water and Wastewater System (Amendment 0011)	
3. DESCRIPTION / PURPOSE The Government requires that the contractor perform an Environmental Impact Statement to provide a full and fair discussion of significant environmental impacts of the proposed action for certain projects.			
4. APPROVAL DATE (YYMMDD) 24-Feb-03	5. OFFICE OF PRIMARY RESPONSIBILITY	6a. DTIC APPLICABLE	6b. GIDEP APPLICABLE
7. APPLICATION / INTERRELATIONSHIP This Data Item Description (DID) contains the content and requirements for the Environmental Impact Statement for the Government.			
8. APPROVAL LIMITATION	9a. APPLICABLE FORMS	9b. AMSC NUMBER	
10. PREPARATION INSTRUCTIONS 10.1 <u>Performance</u> . The Environmental Impact Statement (EIS) documents and procedures shall be in accordance with AR 200-2, "Environmental Effects of Army Actions." The EIS document shall include: (1) Cover sheet. (2) Summary. (3) Table of Contents. (4) Purpose of and need for the action (with Army input). (5) Alternatives considered, including the proposed action. (6) Affected environment (baseline conditions). (7) Environmental and socioeconomic consequences. (8) List of preparers. (9) Distribution list. (10) Index. (11) Appendices (if any). The contractor shall also prepare a Notice of Intent (NOI) in accordance with AR 200-2, if required. 10.2 <u>Document Format</u> . The contractor shall provide two complete copies of each document. The documents shall be submitted in both hard copy and electronic digital format. The information volume(s) will be provided in three ring binder(s), on 8 1/2" x 11" sheets, with separate sections for the study index, study narrative, findings, permit data, and system maps, as applicable. The report narrative section shall include a description of the study performance and methodology, key environmental issues, and study results. Data shall be presented such that it can easily be correlated to the maps. Supporting maps shall be provided in full size, folded to 8 1/2" x 11" size, and placed in the binder(s).			
11. DISTRIBUTION STATEMENT			

DATA ITEM DESCRIPTION		FORM APPROVAL OMB NO 0704-0188	
1. TITLE MAPPING		2. IDENTIFICATION NUMBER P019 – Water and Wastewater System (Amendment 0011)	
3. DESCRIPTION / PURPOSE The Contractor shall perform system mapping updates. The purpose of the update is to verify/define the system boundaries, composition, and configuration and also note areas of environmental concern in relation to the utility system configuration as a basis for formulation of the proposal under Task Order "System Characterization and Work Plan" and performance of Task Order "Utility Services".			
4. APPROVAL DATE (YYMMDD) 24-Feb-03	5. OFFICE OF PRIMARY RESPONSIBILITY	6a. DTIC APPLICABLE	6b. GIDEP APPLICABLE
7. APPLICATION / INTERRELATIONSHIP This Data Item Description (DID) contains the content and requirements for providing mapping of the utility systems.			
8. APPROVAL LIMITATION	9a. APPLICABLE FORMS	9b. AMSC NUMBER	
10. PREPARATION INSTRUCTIONS <p>10.1 A base set of maps shall be developed, starting with the existing electronic map file provided if possible. The maps shall be updated to depict the system to its current extent and configuration to include pipe and component location, size, material, age, operating pressure (if available) and condition. The maps shall show the location of all system components that are required to be included in the inventory with the component's feature ID shown on the drawings. Map notes shall document pipe or line size and material type. The locations of selected utilities already shown on the maps provided shall be verified. Utilities not shown on the existing maps but that were discovered during the contractors exercise of due diligence shall be added to the existing maps. The contractor shall update existing utility maps based on any and all information discovered during due diligence. The contractor should verify underground utility location using as-built drawings and standard line location techniques that do not require excavation such as use of above ground reference features. Utility features will be located relative to the existing map features. Underground utilities shall be located at intervals available, based on above-ground reference points, to depict general location and changes of direction. Underground utilities should be included on the maps based upon the best available information (interviews, as-built drawings, above-ground reference points, etc). Location accuracy need not be any greater than that possible by simple tape measurement of the line's location relative to existing mapped features (road centerlines, buildings, etc) but should be located generally on the revised maps within plus or minus 5 feet. No elevation data is required for mapping but the data may be needed for system model. Maps shall document the general location (within plus or minus 5 feet) of all utility distribution mains (a main is defined as any line that runs parallel to the road or that serves multiple buildings). No service lines that serve single buildings are required to be mapped. Above ground components within the service line such as meters and regulators even those serving single buildings, will be shown on the maps.</p> <p>10.2 All graphical data provided by the contractor shall be in Microstation (Version 5.0 or later) format.</p> <p>10.3 The Installation will provide existing maps in electronic media format within thirty (30) days of contract award. Revised and updated maps will be constructed/developed by revising the existing electronic files and shall show planimetric features identifiable on or interpretable from the existing maps, aerial photographs, and from field surveys. Maps shall be drawn to scale equaling those provided as reference.</p> <p>10.4 All underground utility line work will be plotted onto scale check plots using existing source material such as utility base drawings, existing CADD files, and existing as-built drawings. The contractor will not be responsible for errors, discrepancies, and inconsistencies in the existing source material such as utility base drawings, existing CADD files, and existing as-built drawings but is expected to provide accurate updated information. Field location shall be required for underground utility features in this contract to the extent specified above.</p> <p>10.5 Map files shall have additional levels over the levels specified in the Tri-Services standard that color code sections or pipe or line by date of installation. Additional levels shall show system pipe or line segments and system components that are deficient (code deficiency, leaks, degraded condition, etc). Additional levels shall identify the environmental condition of property to be transferred or granted access to through easement. Pipe or line sections or components that are recommended for replacement shall be denoted in red, that are suspect and may need replacement in the next five years denoted in amber, and that are in good condition denoted in green. Legend notes or notes on the drawing shall be included as necessary to supplement the color scheme to document deficient pipe or line segments.</p>			

10.6 The Contractor shall provide the Government all system maps in hard copy and electronic form. The Contractor shall provide up to date system maps in hard copy and electronic form in draft form during development, when complete and annually thereafter. Annual updates shall include additional utility locations discovered during the year and make corrections to underground line locations discovered during excavations, main breaks, capital improvement projects, etc.

10.7 The following information, as a minimum, shall be included on the drawings:

Water Pipe

- contain notes as to size of each segment
- Material
- Date installed (Date shall be denoted on maps by creating a layer that color codes map sections by date installed; confirmed by interview, as-built drawings, or assumed if no confirming data is available)
- Maps shall contain an level that depicts the location of system deficiencies (by color-coding) such as leaks, capacity limited sections, or other deficiencies. Notes shall be included to document the condition and reasons for its color classification.

Mainline Water Valves (critical valves only as defined in DIN P003))

- Feature ID
- Valve location and type using symbology
- Contain a level that depicts deficient components by color coding

Water Meters (only meters included in the solicitation that are required to be read by the contractor must be inventoried)

- Feature ID
- Location by symbology
- Contain a level that depicts deficient components by color coding

Water Tanks

- Feature ID
- Location by symbology
- Contain a level that depicts deficient components by color coding

Water Wells

- Feature ID
- Location by symbology
- Contain a level that depicts deficient components by color coding

Fire Hydrants

- Feature ID
- Location by symbology
- Contain a level that depicts deficient components by color coding

Backflow Preventors (only those exterior to the building being transferred to the contractor)

- Feature ID
- Location by symbology
- Contain a level that depicts deficient components by color coding

Sewer Pipe

- contain notes as to size of each segment
- Material
- Date installed (Date shall be denoted on maps by creating a layer that color codes map sections by date installed; confirmed by interview, as-built drawings, or assumed if no confirming data is available)
- Maps shall contain a level that depicts the location of system deficiencies (by color-coding) such as leaks, capacity limited sections, or other deficiencies. Notes shall be included to document the condition and reasons for its color classification.

Sanitary Manholes

- Feature ID
- Location by symbology

- Contain a level that depicts deficient components by color-coding (if identified during CCTV activities. Individual inspection of all manholes is not required)

Lift station and grinder pumps

- Feature ID
- Location by symbology
- Contain a level that depicts deficient components by color coding

Environmental Condition of Property

- One square acre grid overlay (or other approved grid scale such as 5 or 10 square acres)
- Coordinate system with letters or numbers on the X and Y axes
- Parcel boundaries drawn along the best-known extent of contamination and will not necessarily follow map grid lines. Do not include estimated “buffer zones” in parcel boundary extent.
- A circular parcel centered on the source will delineate small point sources of contamination.
- Parcels will be colored according to the environmental condition of property (See DID 016 EBS for CEFRA category code definition). Actual transport system piping or process equipment are to be considered Category 1.

CATEGORY COLOR

1	white
2	blue
3	light green
4	dark green
5	yellow
6	red
7	gray

- Parcel labels will be connected to the parcel boundary by a line. These labels will consist of the following code: unique parcel I.D. number (category code). Example SWMU 7(4)
- Areas containing Non-CERCLA related environmental or safety issues will be delineated separately and labeled by the letter Q for Qualified. No unique coloring will be used to designate non-CERCLA issues (qualified) parcels and may overlap all category 1 through 7 parcels. These parcels will also be labeled with a unique parcel I.D. number. If the non-CERCLA concern is possible, but unverified by sampling and analysis, indicate so by (P). Example: The 11 parcel contains only lead-based paint concerns should be labeled; 11Q (P).
- Boundaries for category 1 through 7 parcels should not overlap into each other.
- Parcels may be broken up at the contractor’s discretion if multiple contaminants/concerns can be logically segregated.
- CATEGORY MAP TABLE – An accompanying table will display the following headings and associated information.
 - PARCEL NUMBER – The parcel numbers should be listed in consecutive order. Non-CERCLA issues designated as qualified parcels should be numbered and listed following the listing of category 1 through 7 parcels. Use existing numbers to the extent practicable.
 - CATEGORY – Indicate the appropriate category using numbers 1 through 7. For non-CERCLA issues use “Q”.
 - QUALIFYING ISSUES – The table will show those applicable non-CERCLA concerns adjacent to the Qualified parcel number using the following;
 - A Asbestos
 - L Lead Based Paint
 - P PCB
 - R Radon
 - X UXO
 - LOCATION – The parcel location should be identified using the x and y coordinates for the point near where the label line intersects the parcel boundary.
 - BASIS – Provide a brief rationale for the parcel category and all other reasons that contribute to the parcel label.
Example:
 - Release of petroleum products for firefighter training
 - Leaking PCB transformer
 - Possible lead paint
 - SOURCE OF EVIDENCE – Indicate the information source justifying the parcel category and all other information provided under the Basis. Recommend using a reference number for sources listed in the EBS appendices.
 - REFERENCE – provide the EBS page and section number providing additional information on the parcel/site.
 - REMEDIATION OR MITIGATION - For category 4, 5, 6 and non-CERCLA, Qualified parcels, briefly indicate the activity which is completed, underway, or planned.

- STORAGE – For those category 1 and 2 parcels, identify if storage of hazardous substances above reportable quantities are an issue as required for real property transfer under CERCLA Section 120 (h)(1).

11. DISTRIBUTION STATEMENT